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DEPARTMENT OF

Public Works 74-75 annual report

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November 1, 1975

Mr. Robert F. Grogan
City Administrator
City of Santa Maria
110 East Cook Street
Santa Maria, California 93454

Dear Bob:

It is with a great deal of pleasure that this fiscal year report for 1974-75, which is the fifth in a continuing series of this type, is transmitted. Contained in this report for recordation are the significant departmental activities which have occurred during this time period.

We have attempted to include in this report material of statistical and historical value, as well as information of personal interest.

It is appropriate here to express our gratitude to the rest of the City family for the guidance and assistance which literally made many of our departmental accomplishments possible. We are even more grateful for the sympathy and understanding that was received for our failures. We look forward to the continuing opportunity to make a contribution toward the total City government's service to its community.

Very truly yours,

Reese N. Riddiough

REESE N. RIDDIOUGH
Director of Public Works

A 0183
1974/1975

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CITY COUNCIL

Elwin E. Mussell	Mayor
Thomas Urbanske	Mayor Pro Tempore
Dan A. Firth	Councilman
Wayne Hesselbarth	Councilman
George Hobbs, Jr.	Councilman

ELECTED OFFICIALS

Dorothy S. Lyman	City Clerk
William W. Winter	Treasurer

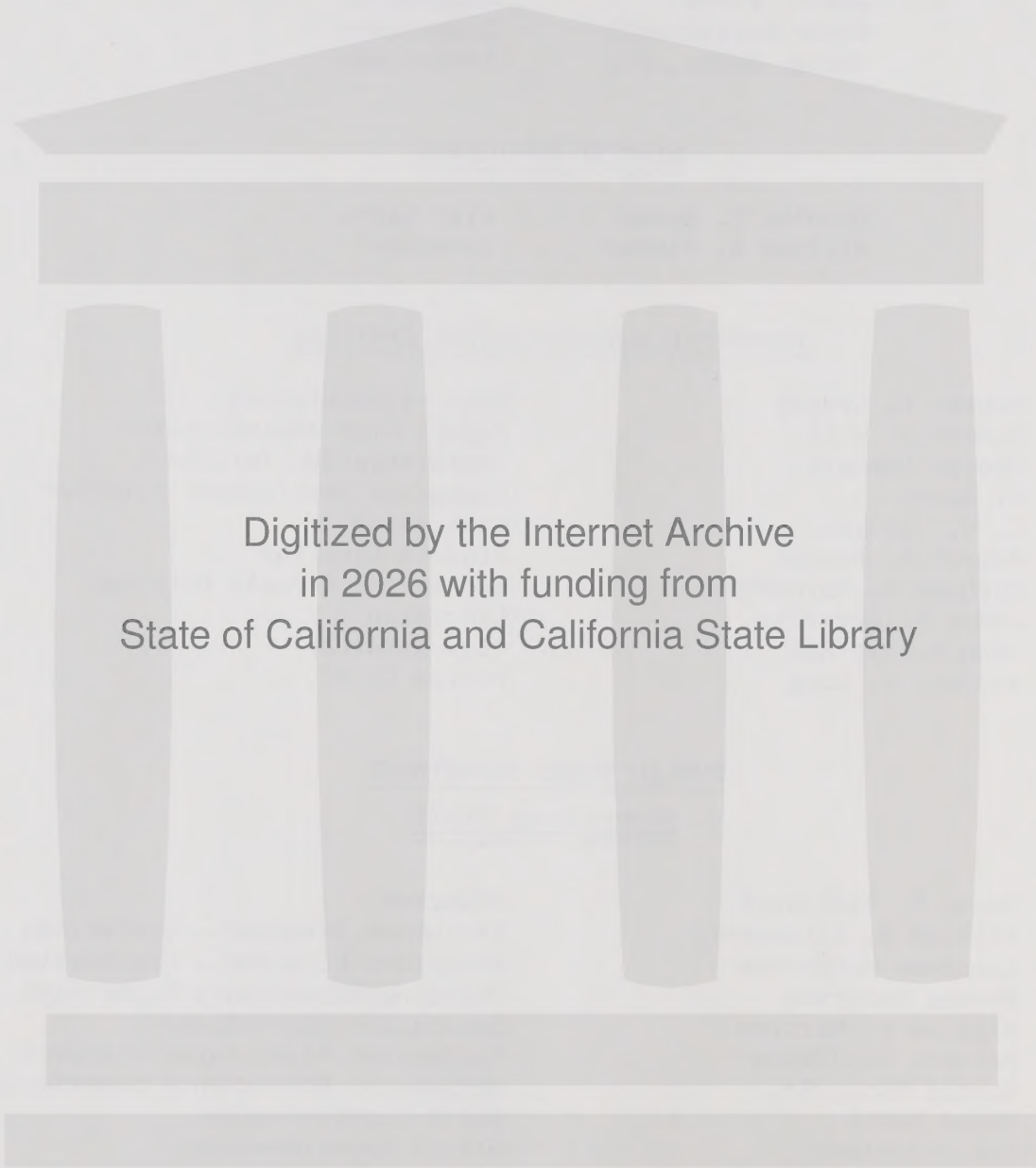
PRINCIPAL ADMINISTRATIVE OFFICERS

Robert F. Grogan	City Administrator
Gordon G. Gill	Deputy City Administrator
George Lambert	Administrative Assistant
Al Autry	Community Development Director
C. W. Crakes	Fire Chief
Robert S. Hossli	Finance Director
Michael A. Maramonte	Recreation & Parks Director
James A. Petrella	Librarian
John A. Van Ryn	City Attorney
Richard J. Long	Police Chief

PUBLIC WORKS DEPARTMENT

Supervisory Staff

Reese N. Riddiough	Director
William S. Litzenberg	Assistant Director - Operations
Lawrence McPherson	Assistant Director - Engineering
Norman Anderson	Building Maintenance Supervisor
William F. Martins	Sanitation Superintendent
Bennett Middleton	Wastewater Plant Superintendent
Harold Rios, Sr.	Mechanical Maintenance Superintendent
Jesse Smith	Water Superintendent
Bill Williams	Street Superintendent



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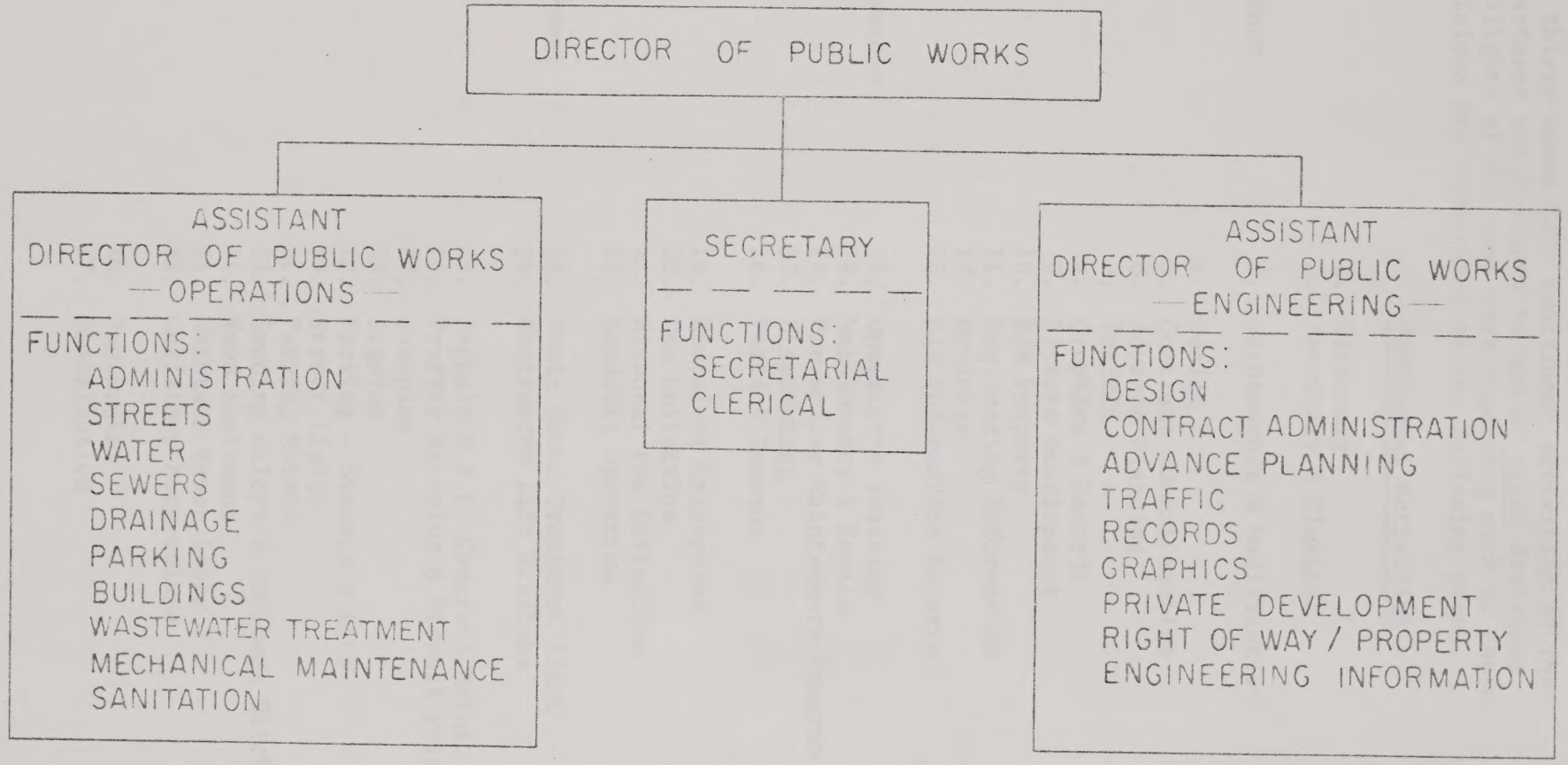
CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ORGANIZATION



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DIVISION ACTIVITIES

The thirty-seven (37) functional activities of the department are assigned to one of eight divisions. Highlights of the past year regarding each of these divisions are summarized on the following pages.

Division		Functional Activities
Administration	1.	Directors
	2.	Secretary & Clerical
Building Maintenance	3.	Maintenance & Modification
Engineering	4.	Design
	5.	Contract Administration
	6.	Advance Planning
	7.	Traffic
	8.	Graphics & Records
	9.	Private Development
	10.	R/W Property
	11.	Engineering Information
	12.	Drainage
	13.	EIR Information Reports
Mechanical Maintenance	14.	Operator's Training
	15.	Maintenance & Repair
	16.	Preventive Maintenance Program
	17.	Dispatching
	18.	Parts & Records
Sanitation	19.	Container Collection
	20.	Can Collection
	21.	Disposal Fee Collection
	22.	Landfill Operation
Waste Water Treatment	23.	Waste Water Treatment Plant
	24.	Wastewater Lift Stations
Street	25.	Asphalt & P.C. Concrete Maint. & Repair
	26.	Traffic Striping & Stencil Painting
	27.	Sweeping
	28.	Signing
	29.	Parking - Streets & Lots
	30.	Street Lights
	31.	Parking Meters
	32.	Grading Alleys & Drainage Ditches
	33.	Weed Abatement
	34.	Maintain Sewer Lines
	35.	Christmas Decorations
Water	36.	Production
	37.	Distribution

ADMINISTRATION MISCELLANEOUS

1. Administratively the department processed, through the hiring procedure, a total of six (6) full time employees, in addition to numerous part time employees, for the various divisions as noted under Personnel Notes.

2. In 1974, President Ford initiated the C.E.T.A. (Comprehensive Employment & Training Act) Program to help the unemployment situation through public service employment. Under this program the City received Federal funds to hire employees in a temporary status; the City is not obligated to promise permanent employment.

   During Fiscal Year 1974-75, the Public Works Department processed, through the hiring procedure, a total of twenty-one (21) CETA employees, which were placed in the various divisions as noted under Personnel Notes.

3. During Fiscal Year 1974-75 the Public Works Department issued 70 Street Encroachment Permit Applications for concrete work totaling $1,050. This money is held only as a deposit and is returned to the applicant upon satisfactory completion of the work and approval by the City. However, $30 of the above amount was forfeited to the City (2 permits) for permits that had expired since work had not commenced within 120 days after issuance and applicant having been duly notified of the condition.

4. During Fiscal Year 1974-75 the Public Works Department issued 24 Street Encroachment Permit Applications for excavation work totaling $2,788.75. Approximately $356.25 of this amount has been forfeited to the City for patching eight (8) of these excavations; $2,432.50 has been returned to the applicant for the satisfactory patching of excavations that were completed by the applicant and approved by the City.

5. During this same fiscal year there were ten (10) banner permits issued to non-profit organizations for a total of $250; however, in conjunction with the Central City Project, the poles that the banners hang on were removed. Therefore, five of these permits were voided and a total of $125 was refunded to the applicant. Three (3) permits were voided for a total of $75 due to the applicant's decision not to hang the banner.

ADMINISTRATION DIVISION

CITY OF SANTA MARIA

DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

DIRECTOR OF PUBLIC WORKS (1)
REESE RIDDIOUGH

ASSISTANT DIRECTOR-OPERATIONS (1)
BILL LITZENBERG

SECRETARIAL AND CLERICAL SERVICES

SECRETARY (1)
KATHY ALBRIGHT

STENO CLERK II (1)
WENDY HOLLING

PART-TIME CLERK TYPIST II (20Onrs)
VACANT

BUILDING MAINTENANCE DIVISION

The Building Maintenance Division has the responsibility for maintenance, minor modifications, and supervision of maintenance contract services for City Hall and Public Works; a quasi responsibility with all other departments and divisions to apply specialized similar skills upon their request. These tasks involve all functional items connected in the upkeep and operation of City buildings such as: carpentry, painting, plumbing, janitorial, miscellaneous welding, and electrical supervision within the City buildings.

This fiscal year costs of materials and contract service was $14,775.04 of which $5,448.60 was contract service; with a total of 9,782.5 man hours of which 2,347 hours were supplied by the C.E.T.A. program, 1508.5 hours were supplied by the N.Y.C. program, 368 hours summer part time, and 362 hours borrowed from other divisions. Budgeted items completed with the help supplied under the N.Y.C. program totaling 1,508 hours:

1) Concrete block house, for heat exchanger at Waste Water Plant. This was rescheduled from last year.
2) Painted east and south exterior of City Hall, stripped, restained and varnished exterior doors, painted main hallways, coffee room, women employee's restroom, and installed new metal partitions.
3) Installed and painted exterior fire stairway from second floor at Recreation & Parks Administration building.
4) Prepared and painted exterior of Administration building at Public Works.

5) Painted exterior wood trim and doors of Los Alamos Branch Library.

6) Built new office in Purchasing Warehouse at Public Works Center.

Budgeted items for which materials were purchased and are scheduled for completion:

1) Exhaust fan in Administration building at Public Works.

2) Exterior covering on electrical and water well control panel doors at Public Works Administration building.

3) Men's restroom at City Hall which includes provisions for paraplegics, new metal partitions, mop sink, painting and recoating Torganal floor, and wainscoat.

4) O.S.H.A. requirements, signs, painting, etc. also many incidental maintenance tasks.

The backlog of projects that have been completed due to a large extent the 2,347 hours that were supplied by the C.E.T.A. program. This includes many unforeseen tasks accomplished as well, which were:

1) Redevelopment Agency building.

2) Pump house at Waste Water Plant.

3) Underground telephone service at City Hall.

4) Moving main gas line to Library for the Redevelopment project and widening of Broadway.

5) Painting three offices at Recreation & Parks' Administration building.

6) Remodeling Administration office at Fire Station #1.

7) Ceiling, cabinets, bulletin boards, and underground telephone conduit at Sanitation Scale House.

8) Clean up burnt rubble at newly purchased park site addition at 505 South Miller.

9) Prefab lockers and install at Public Works crew room.

10) Build furniture to match existing at Library.

11) Pick up miscellaneous items not included in remodeling contract at Police Station. This will continue into the next fiscal year.

The additional man hours supplied by the C.E.T.A. program has allowed this division to reduce some of the backlog of work; however, with the added personnel there has been added requests, such as: Senior Citizens shuffleboard courts, extension of Preisker Park (working with Lions Club in installation of arbors, tables, and benches, etc.) The termination of the C.E.T.A. program in December of 1975 will cause a considerable reduction in the number of projects able to be completed.

BUILDING MAINTENANCE ACTIVITY REPORT
1974-1975

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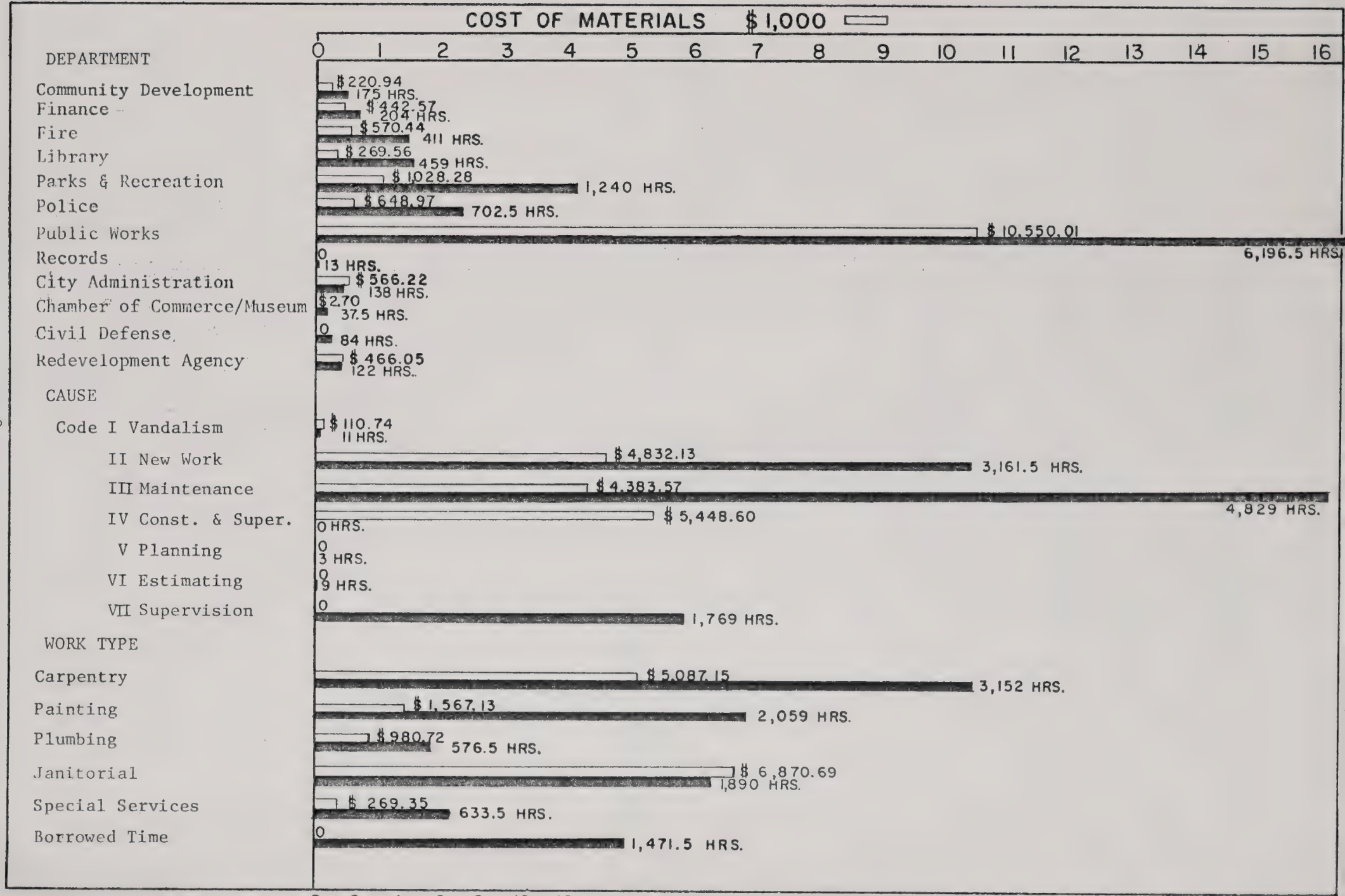

COST OF MATERIALS $1,000
0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16
DEPARTMENT
Community Development $220.94 175 HRS.
Finance $442.57 204 HRS.
Fire $570.44 411 HRS.
Library $269.56 459 HRS.
Parks & Recreation $1028.28 1,240 HRS.
Police $648.97 702.5 HRS.
Public Works $10,550.01 6,196.5 HRS.
Records 0 13 HRS.
City Administration $566.22 138 HRS.
Chamber of Commerce/Museum $2.70 37.5 HRS.
Civil Defense 0 84 HRS.
Redevelopment Agency $466.05 122 HRS.
CAUSE
Code I Vandalism $110.74 11 HRS.
II New Work $4,832.13 3,161.5 HRS.
III Maintenance $4,383.57 4,829 HRS.
IV Const. & Super. $5,448.60 0 HRS.
V Planning 0 3 HRS.
VI Estimating 0 9 HRS.
VII Supervision 0 1,769 HRS.
WORK TYPE
Carpentry $5,087.15 3,152 HRS.
Painting $1,567.13 2,059 HRS.
Plumbing $980.72 576.5 HRS.
Janitorial $6,870.69 1,890 HRS.
Special Services $269.35 633.5 HRS.
Borrowed Time 0 1,471.5 HRS.
0 2 4 6 8 10 12 14 16 18 20 22 24 26 28 30 32 34 36 38 40 42 44 46 48
MAN HOURS 100

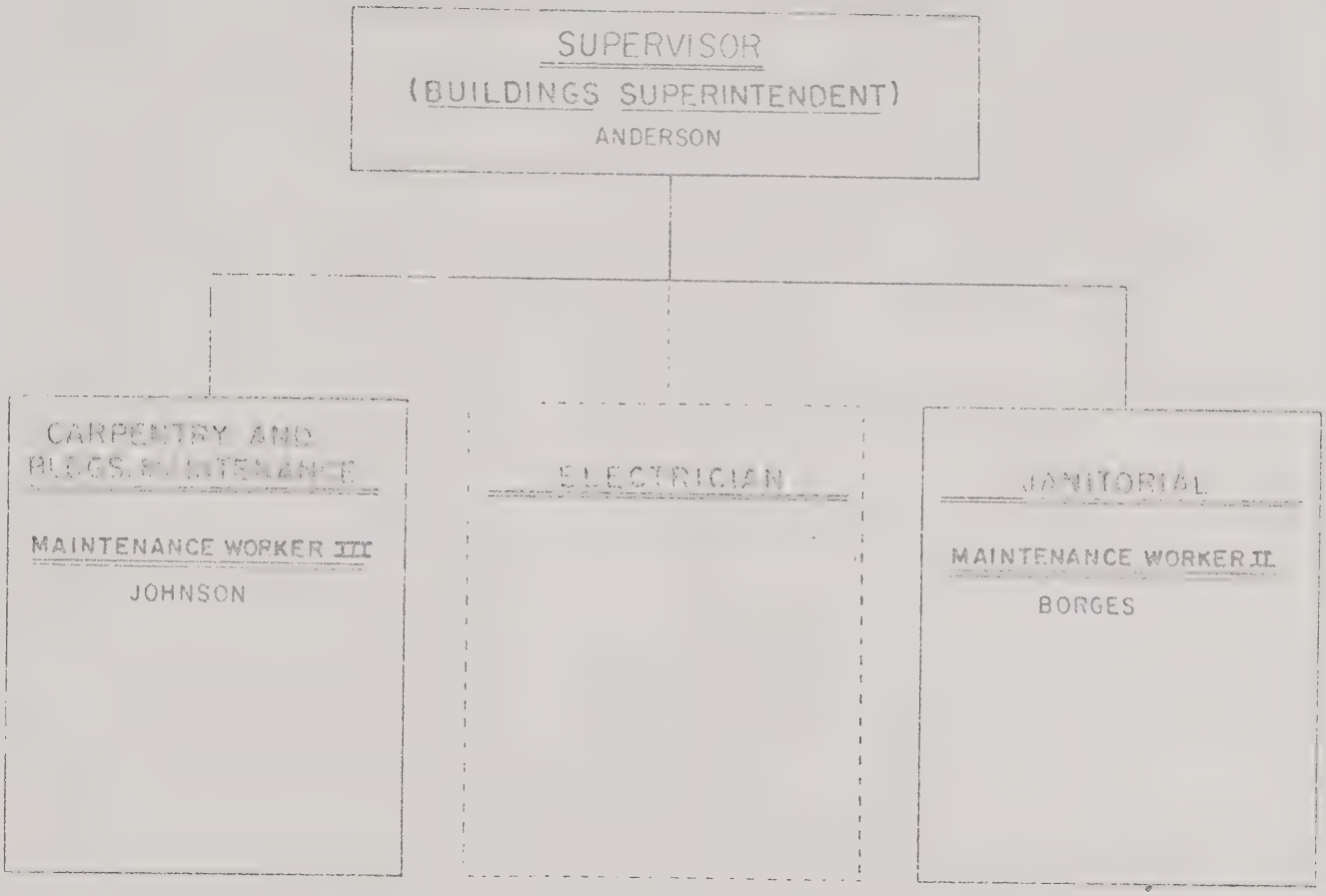
BUILDINGS DIVISION

CITY OF SANTA MARIA

DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

(EXISTING)



ENGINEERING DIVISION

Construction of the Central City project got underway this year with the following phases being started: Central City Peripheral Improvements, Phase 'A' Onsite Improvements, Street Demolition and Rough Grading for Buildings, Phase 'A' Landscaping, Santa Maria Town Center Parking Structure, and miscellaneous demolition contracts. At the close of the fiscal year none of these projects had been completed.

A number of heavy construction contracts were awarded at the start of the fiscal year to attempt to minimize the effects of inflation. These included: East Water Transmission Main, El Camino Interceptor Sewer, West Main Sewer Replacement, and Adam Park Improvements-North Half. All these projects were completed by the close of the fiscal year.

Private development and subdivision activity continued at a high level during this period.

Bill Cowley, Civil Engineering Technician, retired in January and was replaced by Mike Kirkpatrick, Engineering Aide. The unprecedented workload caused by the numerous projects under construction was handled by increased responsibility imposed on the individual employees of this division along with on the job training. The personnel complement for the division is shown on Plate 1.

A savings of approximately $160,000 was realized by rerouting the El Camino Interceptor Sewer from the location shown on the General Plan and combining it with the construction of several other sewer lines in the basin. A refund was paid to the City by the Public Utilities Commission for a share of the cost of railroad signal gates on Stowell and Blosser.

Plate 2 shows the major activities of the division, plus their respective approximate costs as a percentage of the total division salaries. Total includes regular salaries, overtime and part time salaries. This total was approximately $156,000 for the fiscal year 1974-75.

Current engineering projects, shown on Plate 3, including any project that has been in design and/or construction phase during the past year. These projects, prior to construction phase, had a set of drawings and specifications prepared or reviewed by this division.

Private development and subdivision activity, shown on Plate 2, include the following:

1 - Building site reports for the permit applications.	186
2 - Subdivision reports for Subdivision Committee meetings.	41
3 - Development Coordinating reports for Development Coordinating Committee meetings.	13
4 - Environmental Clearance Application reports.	35

Traffic engineering and Traffic Committee activity shown on Plate 2 include the following:

1 - Curb zone investigations	20
2 - Stop sign investigations	5
3 - Speed zone studies	1
4 - School safety	4
5 - Intersection studies	7
6 - Miscellaneous traffic controls	13
7 - Annual traffic count summary	
8 - Contributed input to various traffic studies and the Central City Project.	

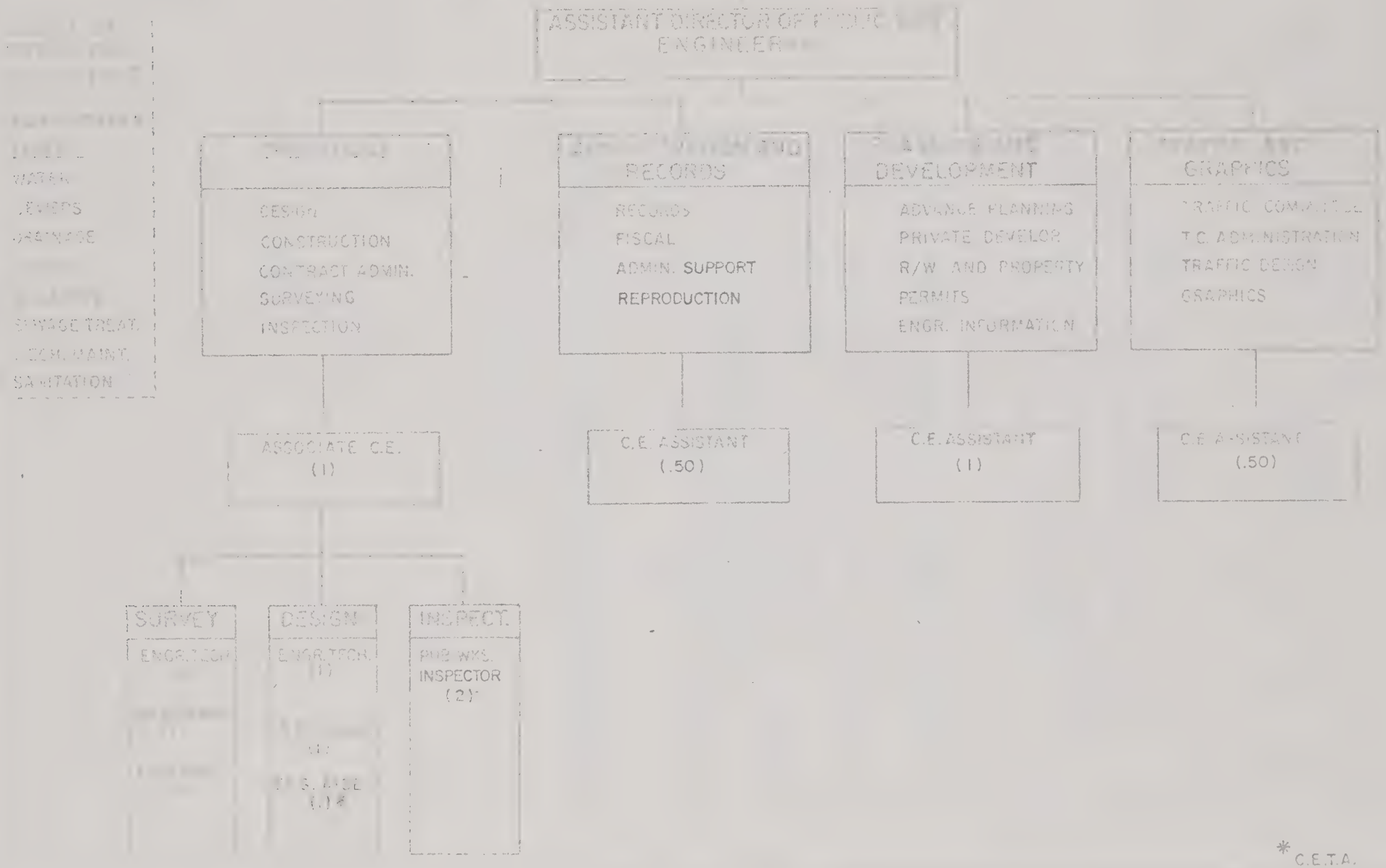
Tabulated on Plate 3 are engineering projects on which construction was started and/or completed within the fiscal year. Included facts are the final

contract cost, start of construction, completion of construction, and the percent of engineering cost for the entire project based on the final contract price.

As recorded by this office, rainfall for the 1974-75 season was 11.59 inches which is below the average of 13.66 inches for the City.

ENGINEERING DIVISION
CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ORGANIZATION CHART

EXISTING



*C.E.T.A.

ENGINEERING DIVISION

Fiscal Year Salary Expenditure (1974-1975)

* (Percent of Total Salaries)

Percent	Activity Classification
17.37	Private Development, Subdivisions, Public Inquiries
19.06	Current Engineering projects; design and construction
12.30	Non productive; (meetings, holidays, vacation, sick leave)
12.21	Information and records
3.71	Advance planning, annexations, engineering studies, underground distribution, microfilming
6.80	Support services; (for City departments and divisions)
6.28	Traffic engineering and Traffic Committee
21.12	Downtown redevelopment project; Central City, Central Plaza (NDP), Mall Buildings, Parking Structure
1.15	Administrative services, gas tax reports, 5870 proceedings
100 %	

* Total salaries include regular salaries, overtime and part time. (summer youth employment and CETA programs)

1974-1975 Total $155,894.92

PLATE 2

ENGINEERING DIVISION

FISCAL YEAR ENGINEERING PROJECTS
(Project Construction Started And/Or Completed; 7-1-74 to 6-30-75)

Bid No.	PROJECT Description	Final Const. Cost	Council Award	Council Accept.	Percent Engr. Cost/Project	Contractor
74/5	Sanitary Landfill Scale House and Scale	$ 49,998.00	2-19-74	2-4-75	7.79%	Ted Watkins Const. Co.
74/12	West Main Trunk Sewer, Blosser to 500' West	35,683.25	6-18-74	1-7-75	2.10%	Lee Jamieson Const. Co.
74/14	East Transmission Main	597,794.25	7-2-74	3-4-75	2.02%	W.M. Lyles Co.
74/15	Electrical Conversion of Well 8-S	35,692.00	5-21-74	5-27-75	0.70%	Floyd Wells, Inc.
74/16	Adam Park Expansion-Streets, Sewer, Water and Drainage Improvements	211,522.15	6-18-74	5-6-75	5.70%	A.J. Diani Construction Co.
74/17	Sanitary Sewer Installation, 1974	444,694.00	6-18-74	10-17-74	1.56%	O'Shaughnessy Const. Co.
75/1	Church Street Storm Drain - Oakley to Pine	186,966.35	8-19-74	1-7-75	1.28%	Lee Jamieson Const. Co.
75/2	Replacement Waterline-SMPAD	40,732.00	12-3-74	3-18-75	2.40%	Mayberry Pipeline Const.
75/3	Street Overlay Program 1974	61,935.66	8-20-74	11-5-74	Street Dept.	M.J. Hermreck, Inc.
75/6	Chemical Weed Abatement 74-75	13,877.25	12-7-74	2-4-75	Street Dept.	Frank Olocco
75/7	Preisker Park Improvements	32,980.00	2-4-75		2.67%	Barnes Landscaping
75/8	Street Tree Removal	4,189.96	1-21-75	4-1-75	Parks Dept.	Sunset Construction Co.
75/9	Shuffle Board Courts-Senior Citizens Facility	4,250.00	2-4-75	3-4-75	1.50%	Conco Construction Co.
75/10	Modification of Parking Area at Police Dept. and Fire Dept.	8,327.15	4-15-75	6-17-75	5.14%	M.J. Hermreck, Inc.

MECHANICAL MAINTENANCE DIVISION

This division is responsible for the management of the City's entire fleet of vehicles and other equipment. The mobile fleet has 191 pieces of equipment of various sizes and types. The major portion consists of passenger vehicles and trucks. The remainder may be anything from lawn edgers to Caterpillar D-8 bulldozers.

The maintenance program includes "in-house" major overhauls, tune-ups, general repairs, minor body repairs, painting, tire repairs, lubrication and an effective preventive maintenance program. A critical analysis is performed on each job to assure best over-all economy. This has resulted in operating the division with a minimum dollar budget.

During the fiscal year, vehicles traveled 953,542 miles, an increase of 4.4% from last year, using some 159,536 gallons of fuel, an increase of 4.9% from last year. Service fuel delivery tickets used were 12,604.

The division used 2,208 shop work orders. This is a reduction of approximately 23 less than was used last year and goes toward the continuing effort of reducing paper work to that which is absolutely necessary. The reduction is again the result in the consolidation of high frequency services on vehicles such as police cars, street sweepers and refuse trucks.

The division used 185 manhours to assist the other City departments on specialized projects such as fabrication and welding. The cost of personnel, equipment and material for this service is reimbursed through "Inter-departmental" billing.

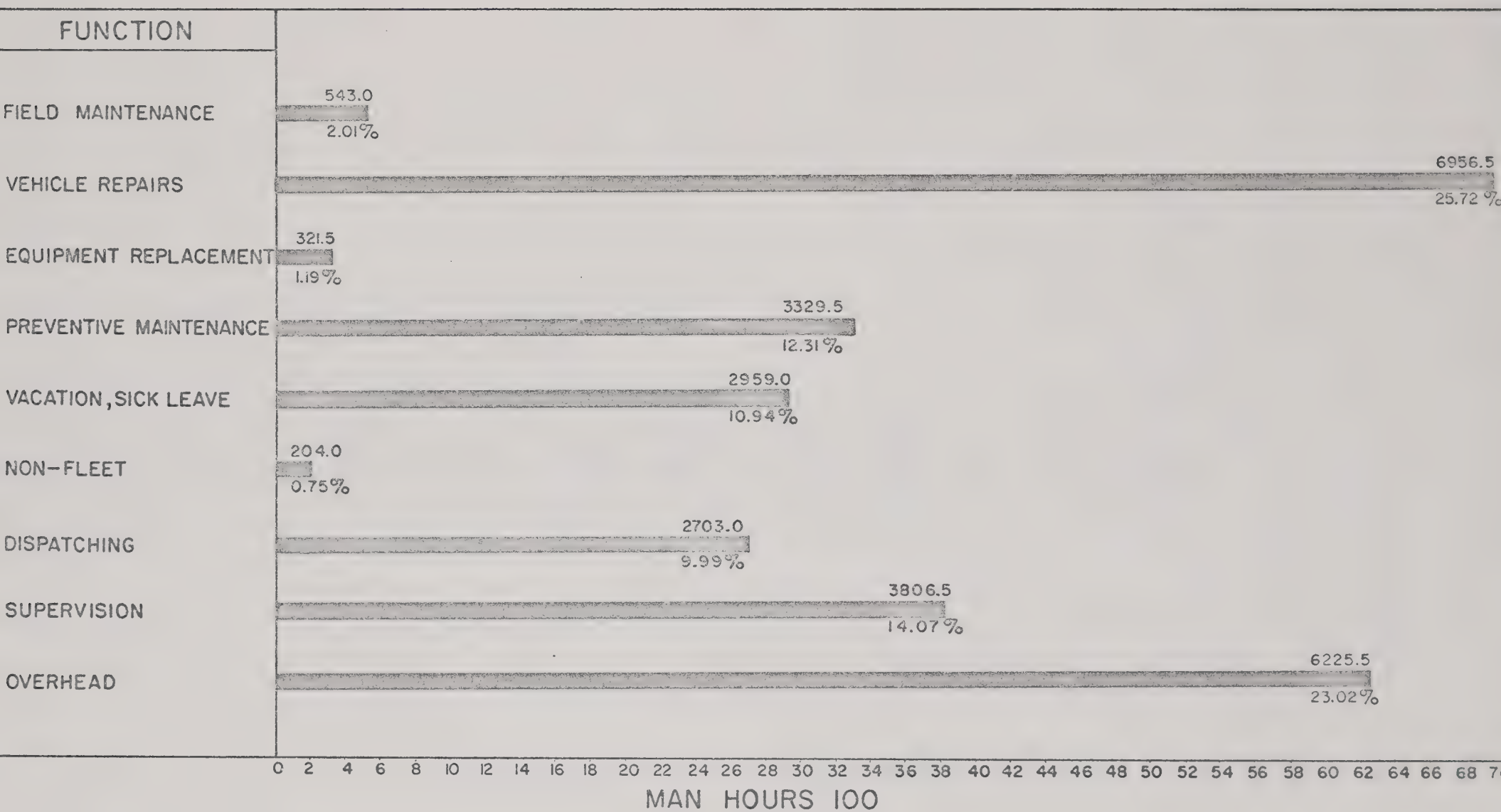
The division's total 1974-75 budget was $339,170. The total fiscal expenditure was $327,799, resulting in a surplus of $11,371. The surplus was due to lesser cost of fuel than had been anticipated. The budget balance is sustained through revenue from the Pool Rental Program and other reimbursements, as follows:

a)	Assigned and unassigned vehicles	$ 498,960
b)	Private party accident insurance	$ 100
c)	Sale of surplus vehicles and equipment	$ 13,196
d)	State of California gasoline road tax rebate	$ 1,121
	TOTAL	$ 513,377

The purchase of two front loader and one rear loader sanitation trucks, and a new fire pumper truck in addition to the normal smaller units caused a larger than usual expenditure of replacement funds this year - the total net cost of replacement vehicles amounted to $443,869.

MECHANICAL MAINTENANCE

MAN HOUR CHART 1974-1975



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MECHANICAL MAINTENANCE DIVISION

CITY OF SANTA MARIA

DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

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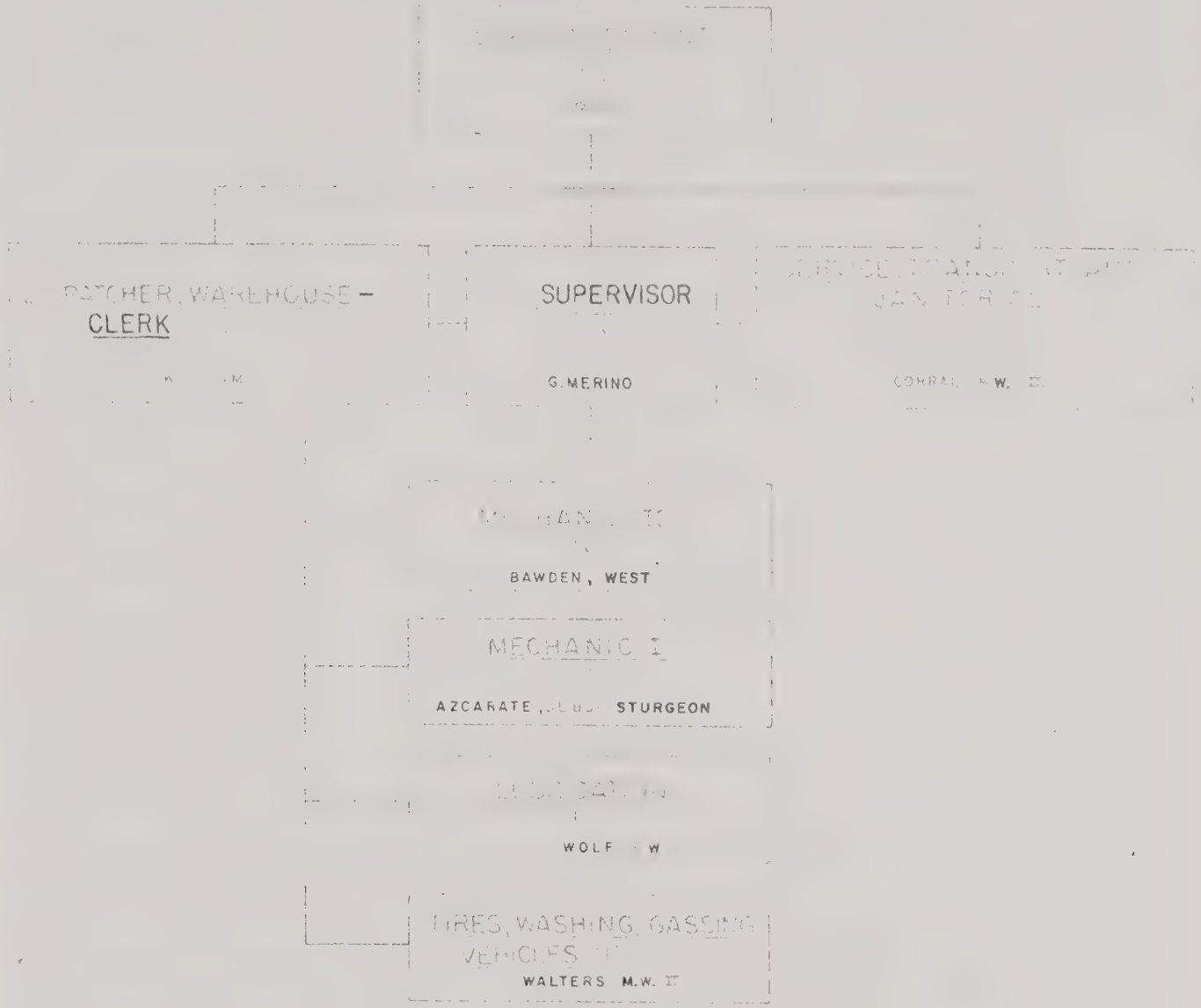

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SANITATION DIVISION

Collection:

The collection section of the Sanitation Division is responsible for the collection of mixed refuse from approximately 9,401 residential and commercial accounts using City personnel and equipment. Residential refuse is collected twice each week and the commercial accounts are serviced from two to seven times each week.

The collections are made by six residential rear loading crews, and the commercial accounts are picked up by two front loader drivers. Residents are still bundling and putting out for collection, old newspapers. As of June 30, 1975, 122.38 tons have been collected by City crews.

Shown below in Figure "I" is a comparison of the number of miles traveled by all Sanitation Division trucks as of June for the last eight years. The drivers no longer take partial loads to the Landfill but bring the trucks to the yard to be filled on the following day. The drop off in miles traveled in 1974 can be attributed to the energy shortage. The increase in 1975 is probably caused by new construction and the fact that early in 1975 the Division was warned by the Highway Patrol that some of our trucks were overloaded when crossing the scales. As a result the crews now make more trips to the Landfill with lighter loads.

NUMBER OF MILES TRAVELED

	Rear Loaders	Front Loaders	Total
June 1968	3,639	1,845	5,484
1969	3,482	1,903	5,385
1970	3,622	2,140	5,762

	Rear Loaders	Front Loaders	Total
1971	3,771	2,331	6,102
1972	3,814	2,294	6,108
1973	3,718	2,390	6,108
1974	3,329	2,237	5,566
1975	3,566	2,415	5,981

Firgure "II" below shows the number of man hours worked by the three sections of the Sanitation Division in Fiscal Year 1971-72 to 1974-75.

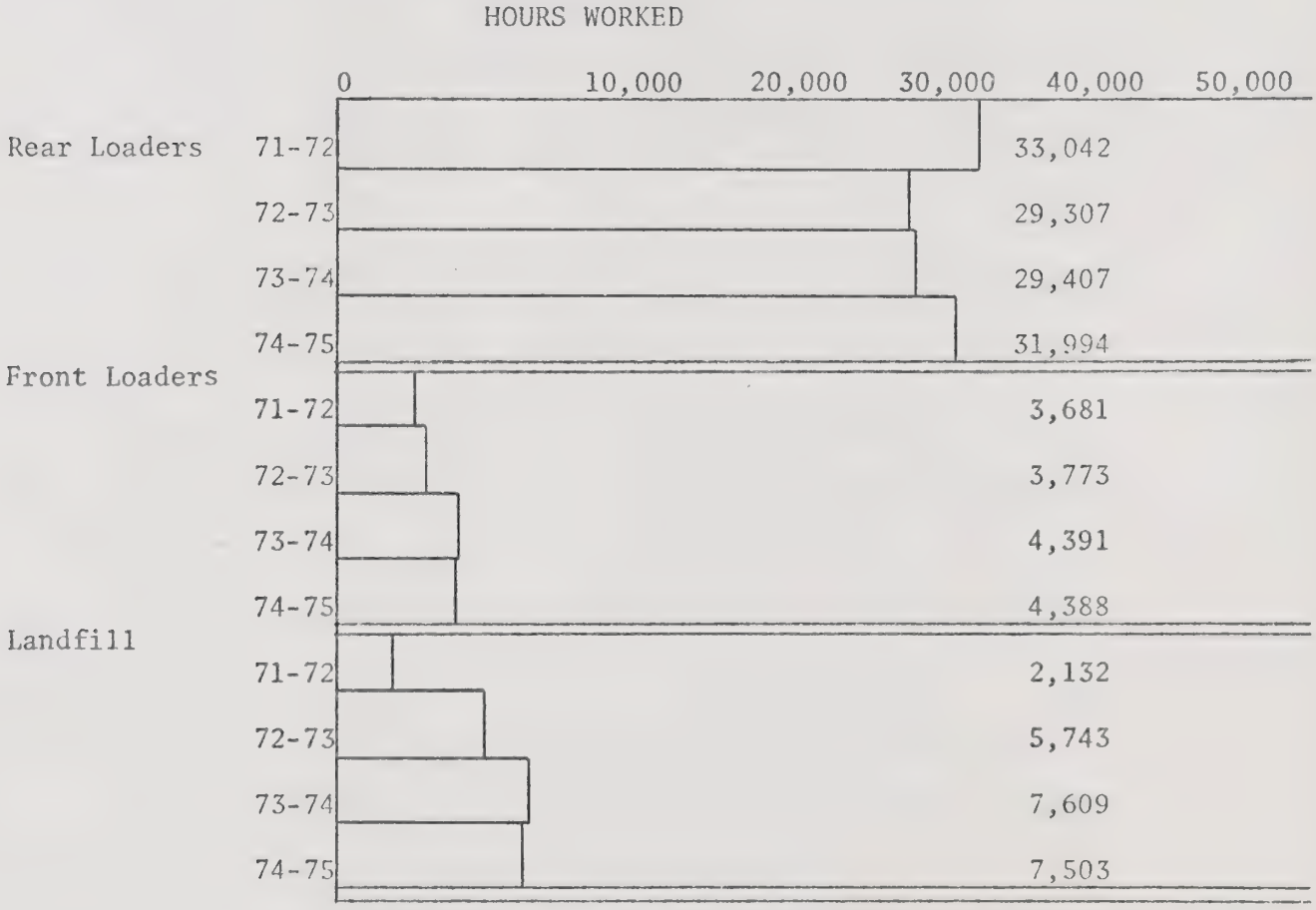


FIGURE II

Figure "III" and "IV" are the tabulations showing the number of accounts for the rear loaders and front loaders over the past eight years. The significant point to be noted is that during these years the Rear Loader

accounts, mainly residential, have increased 1.72% while the Front Loader accounts, mainly commercial and apartment complexes, have increased 116.09%.

NUMBER OF REAR LOADER ACCOUNTS

June 30, 1968	8,872
1969	8,844
1970	8,816
1971	8,818
1972	8,795
1973	8,843
1974	8,928
1975	9,025

FIGURE III

NUMBER OF FRONT LOADER ACCOUNTS

June 30, 1968	174
1969	217
1970	241
1971	264
1972	303
1973	329
1974	358
1975	376

FIGURE IV

Figure "V" shows the total cubic yards hauled by front loaders over a past 8 year period. The increases and decreases noted below are due in part to the fluctuations in the cardboard market. Early in 1975 the market dropped thereby increasing the amount of cardboard picked

up by the front loaders. Also new accounts have increased this amount.

NUMBER OF CUBIC YARDS HAULED BY FRONT LOADERS

June 1968	8,948
1969	9,507
1970	13,142
1971	12,073
1972	12,900
1973	13,261
1974	13,106
1975	14,536

FIGURE V

Capital improvements this year consist of 65 new refuse bins purchased for new accounts.

Disposal:

The disposal section of the Sanitation Division is responsible for operation of the recently expanded City Landfill along the north side of East Main Street. This involves the spreading, compacting and covering of all refuse produced in the City, as well as all produced by residents adjacent to the City in San Luis Obispo and Santa Barbara Counties. Constructing and maintaining the access road; erecting fences for the control of blowing paper are all part of the activities, as well as providing an acceptable ground cover on the completed landfill.

On September 1, 1974 the rate charged per load was raised 20% to offset a deficit that occurred during 1973-74. On November 21, 1974 the collectors moved into the new scale house, however due to problems with the scales, the new fee schedule using tonage as a basis for charges was was not put into effect during the 1974-75 fiscal year.

The capital improvement projects consisted of the extension of the boundary fence 500 lineal feet along the County Levee; the purchase of a cash register; and small desk calculator. A new D-8 was purchased and put into use this year.

Figure "VI" shows the acreage used thru the fiscal years from 1963-64 to 1974-75. The variation from a normal increase each year starting in 68-69 to the present, is caused by the different types of land being used (Reuse of the old dump versus clean land). The reduction in land used in 1974-75 was caused by raising the height of the finished fill higher than in previous years, in addition to the clean land now being used. Approximately 208.59 acres of clean land are available for the existing landfill operation as of June 30, 1975.

ACRES USED PER YEAR

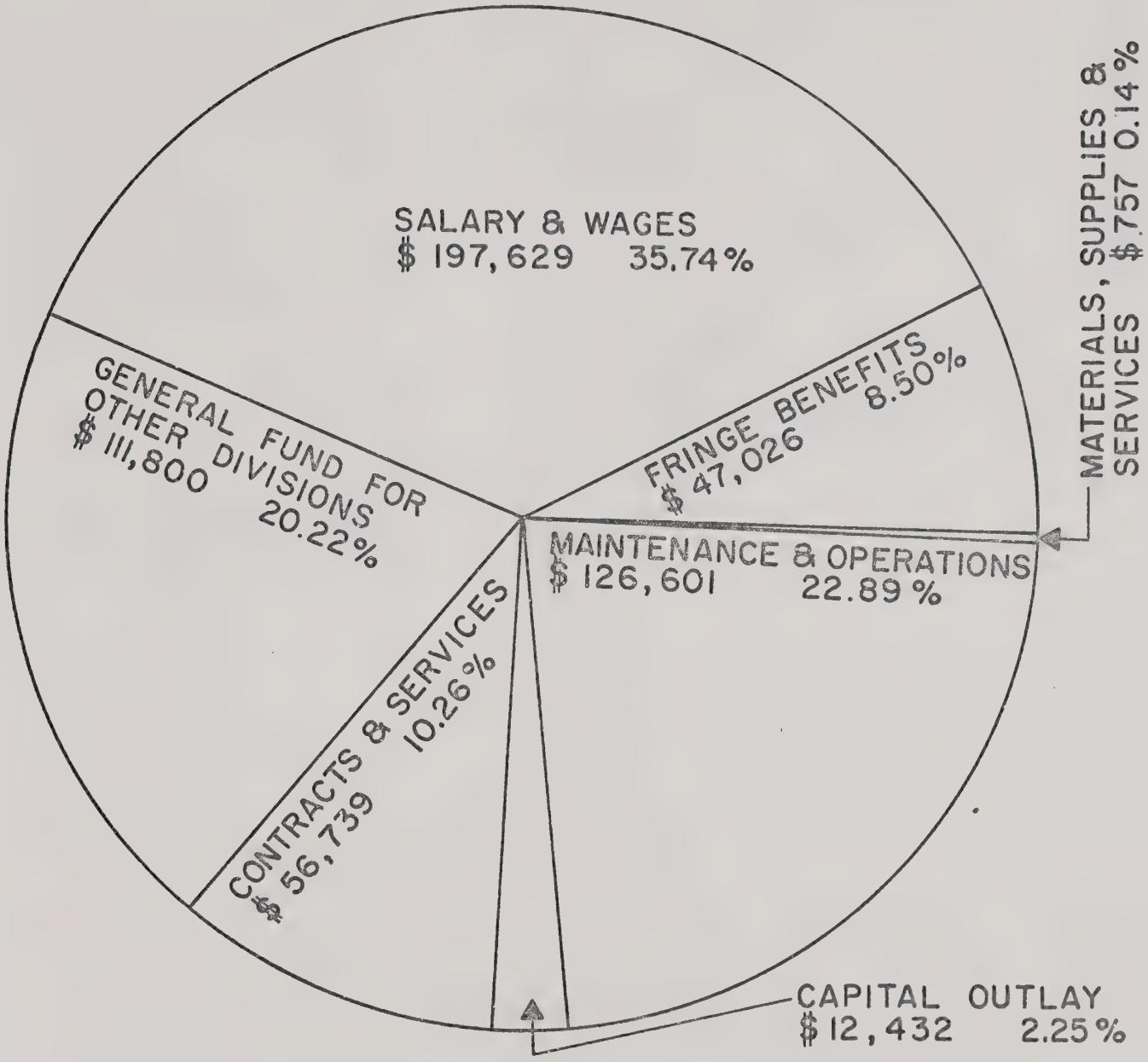
1963-64	3.23
1964-65	3.55
1965-66	3.76
1966-67	4.10
1967-68	5.53
1968-69	7.45
1969-70	5.00
1970-71	6.81
1971-72	8.20
1972-73	5.83
1973-74	6.70
1974-75	6.05

FIGURE VI

SANITATION DIVISION
COLLECTION

FUND DISTRIBUTION
1974–1975

INCOME $ 532,860



EXPENSE $ 552,984

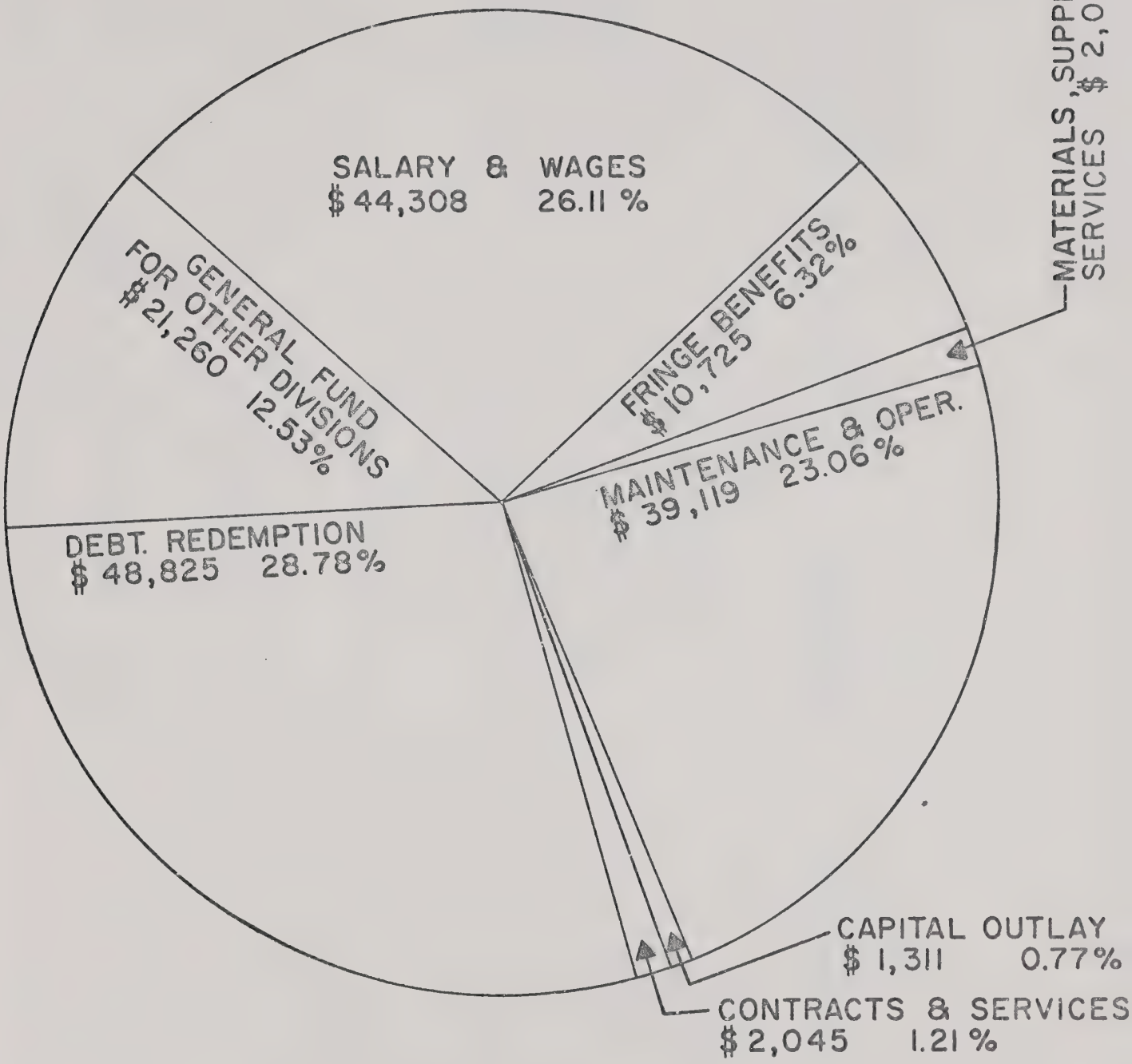
DEFICIT $ 20,124

REV. 9/75 MK

SANITATION DIVISION
DISPOSAL

FUND DISTRIBUTION FOR
1974 – 1975

INCOME $ 167,974

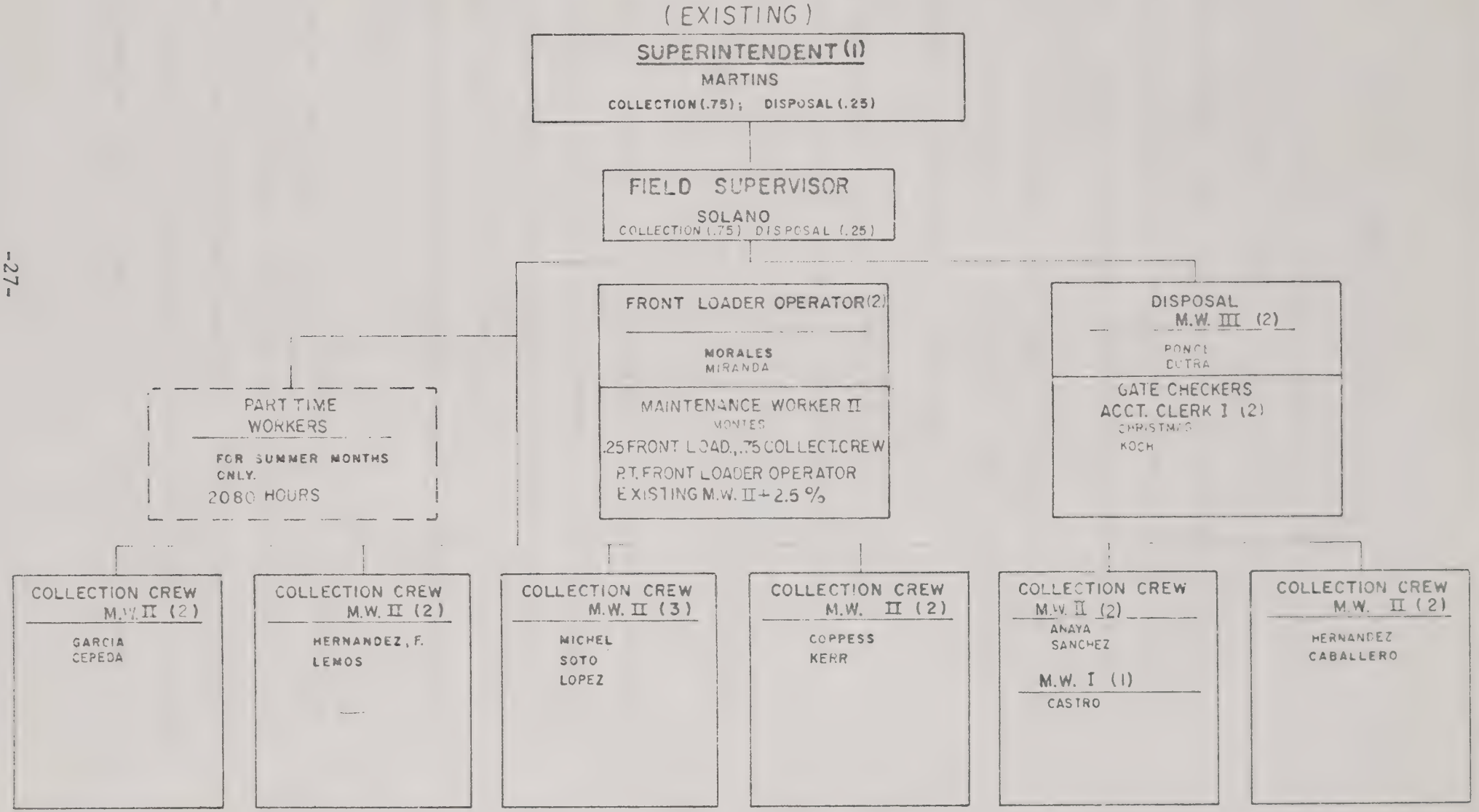


EXPENSE $ 169,672

DEFICIT $ 1,698

REV. 9/75 MK

SANITATION DIVISION
CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ORGANIZATION CHART



STREET DIVISION

The preservation, upkeep and restoration of our City streets and appurtenant facilities, generally consisting in preventative maintenance brought on by deterioration thru age and includes emergency repairs resulting from accidents, weather conditions, settlement, or other unusual unexpected damage, was accomplished during this period.

Along with the preceding, proper scheduling and planning of routine maintenance procedures are practiced in a manner that causes the least amount of inconvenience to the public.

The maintenance program during fiscal year 74-75, required the placement of 1001 tons of SC/800 or 85/100 asphaltic concrete on the 112 miles of City streets, except for the approximately 6.6 miles classified as State Routes. This activity consisted of repairing chuck holes created by deterioration of old asphalt, renovation of selected streets in preparation for overlay and seal coating performed under contract. A corrective chip seal was also placed by City crews on Betteravia Road from railroad track east to Blosser Road, and on Oakley from Betteravia Road south to McCoy. The cost of the overlay and seal coat contract on the City streets was $43,900.

Three sweepers were operational 591 sweeper days out of 750 sweeper days, or 78.8% of the time, this was 52 days more than 73-74; this required the use of the three sweepers for the full year as opposed to two sweepers for six months during fiscal year 73-74. A total of 159 lost sweeper days were due to service, repairs, operators sickness,

inclement weather, compensatory time off and holidays. The three sweepers swept a years total of 15,787 miles or 26.7 m.p.d. which includes travel time to and from the yard and dump. Sweeping time of gutters only amounted to 9,247 gutter miles or 15.65 m.p.d. wearing out 17 pick up brooms and 42 gutter brooms.

During the latter part of fiscal year 74-75, the Street Division's concrete repair program, used a three man crew to repair damaged concrete improvements caused by tree roots and various other conditions.

The concrete improvements repaired by removal and replacement, amounted to 158 work orders completed for a total of 8,381 sq. ft. of sidewalk, 1,473 lin.ft. of curb, 2,668 sq. ft. of gutter and various driveway aprons. Other damage caused by private property tree roots and other types of deterioration, at thirty locations, scheduled for repair and the cost will be borne by adjacent property owners.

The street striping and sign maintenance crew used 934 gallons of paint and approximately 2¼ tons of reflectance beads. The crew installed 206 regulatory signs, 86 guide signs, and 133 warning signs. In addition to the preceding, this crew has repaired and constructed 512 warning barricades, and dead end street barricades.

Emergency sewer stoppages were given top priority and every effort was made to respond as quickly as possible. The water velocity sewer pipe cleaner has proven to be a very effective tool in removing sewer stoppages and performing preventative maintenance cleaning.

Thus since July 1, 1974, this crew has cleared 25,067 lineal feet of plugged or restricted line and as part of the preventative maintenance

program cleaned another 245,340 feet. The machine is also used to clean the various culverts in the City's drainage system.

During fiscal year 74-75, 8,590 feet of underground drainage was completed, this resulted in the reduction of flooding at intersections on some of our major arterials and other streets. Since the system is relatively new the maintenance requirements have been virtually nil; however, in the future the maintenance of the underground drainage system and the culverts and major drainage ditches will in all probability increase our drainage maintenance work. The present cleaning operations include flushing of 110 intersection culverts, grading and weeding of 20 major drainage ditches; this work occurs twice annually with a 2 or 3 man crew and equipment.

The Stowell Shopping Center Landscaping and Parking Area Maintenance is accomplished by a private contractor. The specifications are initiated and a contract is administered by this division to assure that everything is maintained in a satisfactory manner. This includes a periodic inspection of the center and notification to the contractor of any deficiencies.

Street lighting and electrical maintenance is a major responsibility of this division and involves maintenance on 2,067 lights with standards; the performance of necessary electrical work for all City departments to answer their needs. This may include but is not limited to electrical motors, pumps, the installation of electrical service required for new machines and other changes in electrical circuits.

The removal of 356 parking meters with the new Town Centric development has diminished the parking meter maintenance leaving 354 meters as part

of the electrical sections responsibility.

The Weed Abatement Program now takes most of seven months to complete. The program starts at mid fiscal year with lot inspection, posting, and chemical weed control application to lots. The final stages of the Weed Abatement Program is completed during the last portion of the fiscal year and runs into the following fiscal year; the final stages require hand work and machine cleaning of lots. The entire Weed Abatement Program during the fiscal year came to a total cost of $14,311.13. Each individual lot weed abatement and cleaning cost is forwarded to the City Clerk for eventual assessment of the property.

The climax to each calendar year end for the Street Division has been the Yule Tide Season project of decorating the business streets of the City for the holiday season.

The Street Division is composed of a Street Superintendent, a Street Field Supervisor, an Electrical Field Supervisor, and 15 maintenance workers. The Street Division forces were augmented mid fiscal year by six CETA employees. During the summer months the work force received additional help from students on a part time basis along with several NYC youths whose performance and cooperation have been excellent, bringing the total work force for the Street Division to 26 maintenance workers.

The following graph depicts man hours required for various segments of the Street Division work; note the asterisk indicates the man hours used by the electrical crew only.

* = Electrical

STREET DIVISION MANHOURS

July 1, 1974 to June 30, 1975

TYPE OF MAINTENANCE	HOURS	MAN HOURS UTILIZED PER OPERATION (Thousand Hours) 1 2 3 4 5 6 7	% of Total
Street Paving	6,598.50		14.62
Painting	1,932.50		4.28
Sweeping	4,754.00		10.53
F.E.L. Truck	561.50		1.24
* St. Lights	2,806.00		6.22
Alleys	706.00		1.56
Sanitation	148.00		.33
* Airport	38.00		.08
Redevelopment Agency	328.50		.73
Drainage	1,852.00		4.10
Concrete	6,859.75		15.19
Signs & Barricades	1,541.00		3.41
* Parking Meters	143.00		.32
Sewers	3,229.50		7.15
* Streets	263.00		.58
City Hall	380.00		.84
* Public Works	66.00		.15
* Rec. & Parks	737.50		1.63
* Fire Dept.	259.75		.58
* Police Dept.	194.00		.43
* Mech. Div.	92.00		.20
* Com. Dev.	5.00		.01
* Water Div.	167.00		.37
* Wastewater Div.	733.00		1.62
* Library	110.00		.24
* Bldg. Maint.	87.00		.19
Defensive Driving	67.00		.15
Elks' Parade	24.00		.05
Weed Abatement	1,296.00		2.87
Warehouse	56.00		.12
Part Time/NYC	1,208.00		2.68
* Xmas Decorations	189.00		.42
Military Leave	160.00		.35
* Elect. Motor Maint.	35.00		.08
Overtime	25.00		.06
Overlays/Seal Coats	393.00		.87
Absent	268.00		.59
Vacation	2,070.50		4.59
Sick Leave	1,642.00		3.64
Holiday	1,768.00		3.92
Comp Time Off	752.50		1.67
Comp Time On	533.25		1.18
Miscellaneous	67.00		.16
TOTAL MAN HOURS	45,146.75		100.00

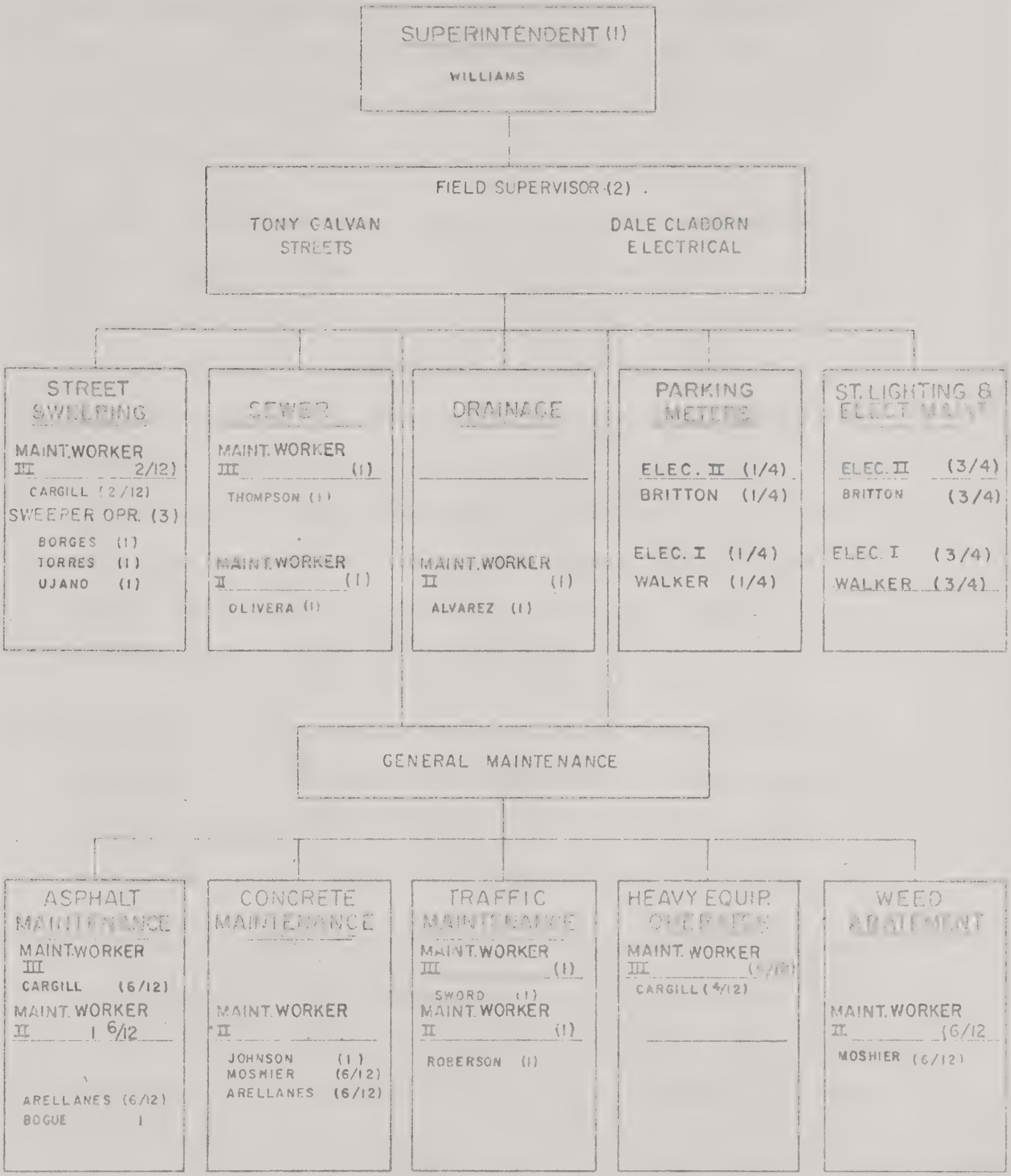
STREET DIVISION

CITY OF SANTA MARIA

DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

(EXISTING)



REV. 10/6/75 MK

WASTE WATER TREATMENT
(1974-1975)

The waste water treatment plant, located 2.5 miles west of Santa Maria on Black Road, has as its main objective the treatment of domestic and industrial waste water to a degree that permits the reuse of the water in some manner and does not add to the degradation of the ground water.

The plant is maintained and operated by one (1) Superintendent, one (1) Field Supervisor, one (1) Laboratory Technician, and four (4) Operators. The plant also had the benefit of one man on the C.E.T.A. program. The regular personnel each hold appropriate certificates required by State Bill AB 1691, with the exception of one operator who is currently in the trainee program which will lead to certification. This operator has now completed the waste water treatment course at Cuesta College. The laboratory technician received certification in April after scoring the highest grade in the state on his certification examination.

The treatment plant continued to be a place of educational interest again this year. The current interest in the environment and particularly water resources, brought 280 students and adults to tour Santa Maria's typical waste water treatment facilities.

During the treatment process solids are removed from the waste water entering the plant, and then biologically reduced to less offensive material. Water leaving the plant is held in a series of percolation ponds where much of it is ultimately used for irrigation of permanent pasture land.

The following tests were performed in the waste water treatment plant's full time state certified laboratory:

50	dissolved oxygen
50	biochemical oxygen demand
315	settleable solids
50	suspended solids
410	pH determinations (hydrogen ion concentration)
47	chloride ion concentration
14	phosphate ion concentration
7	sulfate ion concentration
16	nitrate ion concentration
22	conductivity TDS determinations
47	sludge samples for percent solids
48	volatile acid and alkalinity determinations

In addition to these tests, the independent laboratory of Pomeroy, Johnston, and Bailey performed six bimonthly tests for total dissolved solids, chloride ion, sodium ion, sulfate ion, and total nitrogen. The results of all the above tests reflect the efficiency of the plant in most cases, and provide a means of monitoring its operation in others. A monthly and annual report with pertinent data is sent to the State Regional Water Quality Control Board. In general the tests have indicated that the plant is functioning within the designed limits. However, the plant waste water has more mineral content than the specified allowable quantity and this is the main subject of concern for corrective action.

Laboratory analysis was also performed for John Carollo Engineers on Western Refrigeration and Marian Hospital discharge, used as information to arrive at conclusions for report on Waste Water Treatment and Disposal facilities. Samples taken at Columbia Records were analyzed to determine the effectiveness of a treatment process preceding discharge to the sewer. It was determined that the pH, settleable solids and suspended solids resulting from the industrial use of the water, would have to be reduced considerably to fall within the acceptable limits.

Capital improvements over the past fiscal year include installation of a piston pump and building at the West end of the sludge beds to pump excess water to the headworks, a new pipe vise for the shop, and a conductivity meter for the laboratory.

Major maintenance began last year with a complete overhaul of #2 biofilter recirculating pump. The boiler gas valve began to malfunction and it was replaced. Digester #2 was cleaned, the ceiling sand blasted and repainted with coal tar epoxy. The piping inside the digester and the supernatant boxes were repaired. The gas dome on digester #2 was replaced and the mixers and motors were overhauled. Supernating lines connecting the digesters and leaving digester #3 were found to contain an accumulation of magnesium ammonium phosphate crystals and these cast iron lines were replaced with PVC pipe. The relatively high pH of the sludge is thought to contribute to the formation of these crystals and eventual blockage of pipes; therefore, an attempt is being made to lower the pH of the digesters by reducing their temperature but still keep the temperature in a range that will allow the anaerobic bacteria to function at the proper level of activity. New roofing was installed on the office and water pump

building. Rusting prompted the replacement of 1034 feet of chain link fence with PVC coated fencing.

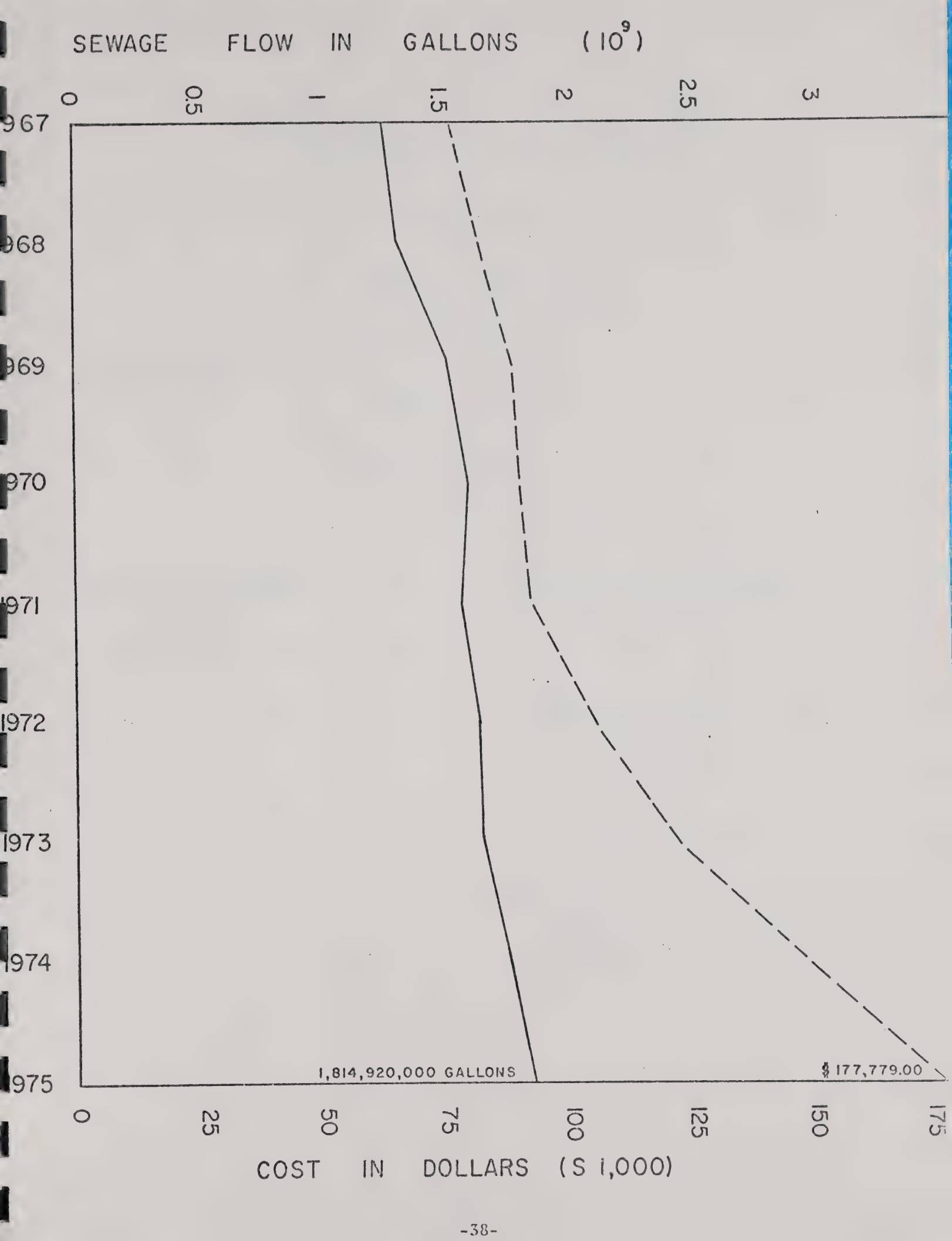
Part of the effluent ditch was cleaned with the City backhoe while a construction firm contracted for the effluent ditch cleaning along the roadway. The farmer adjacent to the Treatment Plant property disced the north ponds and ripped the bottom soil loose in six of the sludge beds to provide better percolation. At the DeJoy Lift Station, which is maintained by treatment plant personnel - stainless steel piping to the wet well level control was replaced; the #2 lift pump motor was removed and rewound; and an air compressor for the automatic control panel was replaced. P G & E replaced the electric meter hookup for the lift station.

Revenue collected for the septic tank, vacuum truck, dumpings at the treatment plant amounted to $8,620; the total past years cost for plant operation was $177,779.

TREATMENT QUANTITIES & COSTS

Fiscal	Gallons Sewage Flow	Cost Treatment Per Million Gals.	Cost
1966-67	1,251,720,000	$61.92	$ 77,500
1967-68	1,308,450,000	63.13	82,600
1968-69	1,516,993,000	58.67	89,000
1969-70	1,600,346,000	55.61	89,000
1970-71	1,583,746,000	58.09	92,000
1971-72	1,636,760,000	64.43	105,450
1972-73	1,602,693,000	75.09	120,340
1973-74	1,762,962,000	80.45	147,701
1974-75	*1,814,920,000	97.95**	177,779

*5,570.16 acre feet **$31.92 per acre feet


SEWAGE FLOW IN GALLONS (10^9)
0
0.5
1
1.5
2
2.5
3
1967
1968
1969
1970
1971
1972
1973
1974
1975
1,814,920,000 GALLONS
$177,779.00
0
25
50
75
100
125
150
175
COST IN DOLLARS ($ 1,000)

WASTE WATER TREATMENT DIVISION

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

AUTHORIZED

DIRECTOR OF PUBLIC WORKS

ASST. DIRECTOR OF PUBLIC WORKS (OPERATIONS)

SUPERINTENDENT
BEN MIDDLETON

WASTE WATER TREATMENT PLANT LAB TECHNICIAN (1)
A. WALKER

FIELD SUPERVISOR (1)
1. R JAKOBSON

WASTE WATER TREATMENT PLANT OPERATORS (4)
1, M. GREGORICH
2. E. YEAGER
3. H. POLITE
4. C. NIELSEN **

** WASTE-WATER TREATMENT PLANT OPERATOR POSITION FILLED BY NEW EMPLOYEE TRAINEE; AS MAINT. WORKER II UNTIL HE RECEIVES A GRADE I CERTIFICATE

REV. 10/7/75 MK

A-292

WATER DIVISION

The Water Division has two prime functions - - water production and water distribution. In the PRODUCTION SECTION the maintenance items for the past year consisted of replacing a pumping panel switch to the 200 H.P. deep well turbine pump; the rewinding of one 200 H.P. electric motor; painting of buildings and equipment at each well site; clean well casing perforation in well 10-s using the sonar jet precess; rebuilt two sand separators in well 8-s plus the installation of a 350 H.P. electric motor as the main power source and the 600 H.P. gas engine to become a stand by unit for emergency operations; repairs on approximately eight well chlorinators; and general maintenance on the telemetering and electronic components connected with the main control panel at headquarters and all remote stations. The water production capability is comprised of 9 water wells and are located within the Santa Maria Public Airport boundaries, with the exception of two close to the center of the City. They supply water for the reservoirs which have a total of 8.5 million gallons storage capacity. The wells furnished an average 6.4 million gallons per day to satisfy the consumers demands. The combined well production and reservoir capacity must also supply the peak demands of 13 million gallons per day, for an annual total of almost 2.5 billion gallons.

The WATER DISTRIBUTION SECTION is responsible for transmitting water from the well source to the people. This service is provided to over

9,476 accounts through a water line system which is approximately 140 miles long. This section also provides the meter reading function, water billing and collection service, installation of service lines, meter maintenance and maintains water distribution facilities in its entirety. The income from all water sold this fiscal year was $929,690. Totals of various Water Division functions during fiscal year 1974-75 are listed as follows:

FUNCTION	NO. COMPLETED
1. Water meter readings	57,162
2. Water service turn on's	1,817
3. Water service turn off's	1,936
4. Collections (Delinquent bills)	615
5. Water meter re-reads	1,830
6. Miscellaneous service calls	197
7. New service line and taps installed	292
8. Water meters installed	1,005
9. Water meters removed	883
10. Water meters repaired in shop	804
11. Water meters repaired in field	1,271
12. Renovation of water meter locations	1,482
13. Water meter vaults installed and replaced	147
14. Water line leaks repaired	117
15. Flushing dead end stations	265
16. Flushing fire hydrants	553
17. Fire hydrant repairs, painting and maintenance	210
18. Main line gate valves operated	2,360

THE CROSS CONNECTION PROGRAM is primarily a procedure to protect the public water supply from potential sources of contamination. This refers to any connection that could permit toxic or pathegenic material, or materials objectionable to taste to enter the public water system.

During the past year the following quantities of "backflow prevention" items were performed:

ITEM	NO. COMPLETED
Installed	131
Repaired	16
Tested	173
Installation Inspection	149
Survey Inspection	1,469

ITEM	NO. COMPLETED
Informational Services	1,895
Conferences	141
Correspondence Reports	1,345

Capital improvements completed or contract awarded in conjuction with other named projects for 1974-75 fiscal year consisted of six major projects:

1. Installation of approximately 18,000 feet of 24" A.C. transmission main from the existing six million gallon reservoir to Jones and Bradley.

2. Installation of 6" A.C. water line on the public airport from well 6-S to Terminal Way.

3. Installation of 12" A.C. water line on Battles Road, from West side of Victoria Gardens No. 2 to Depot.

4. Installation of 10" A.C. water line on Depot, from Enos to Battles.

$657,600

New equipment and replacements necessary to provide the continuation of the present level of service to the public. During the budget year of 1974-75 the following was purchased or completed:

1. Delivery of new compact pick-up truck replacement of ½ ton.

2. Installed and completed new 300 H.P electric motor and modified gear head on well 8-S to allow electric or gas operation.

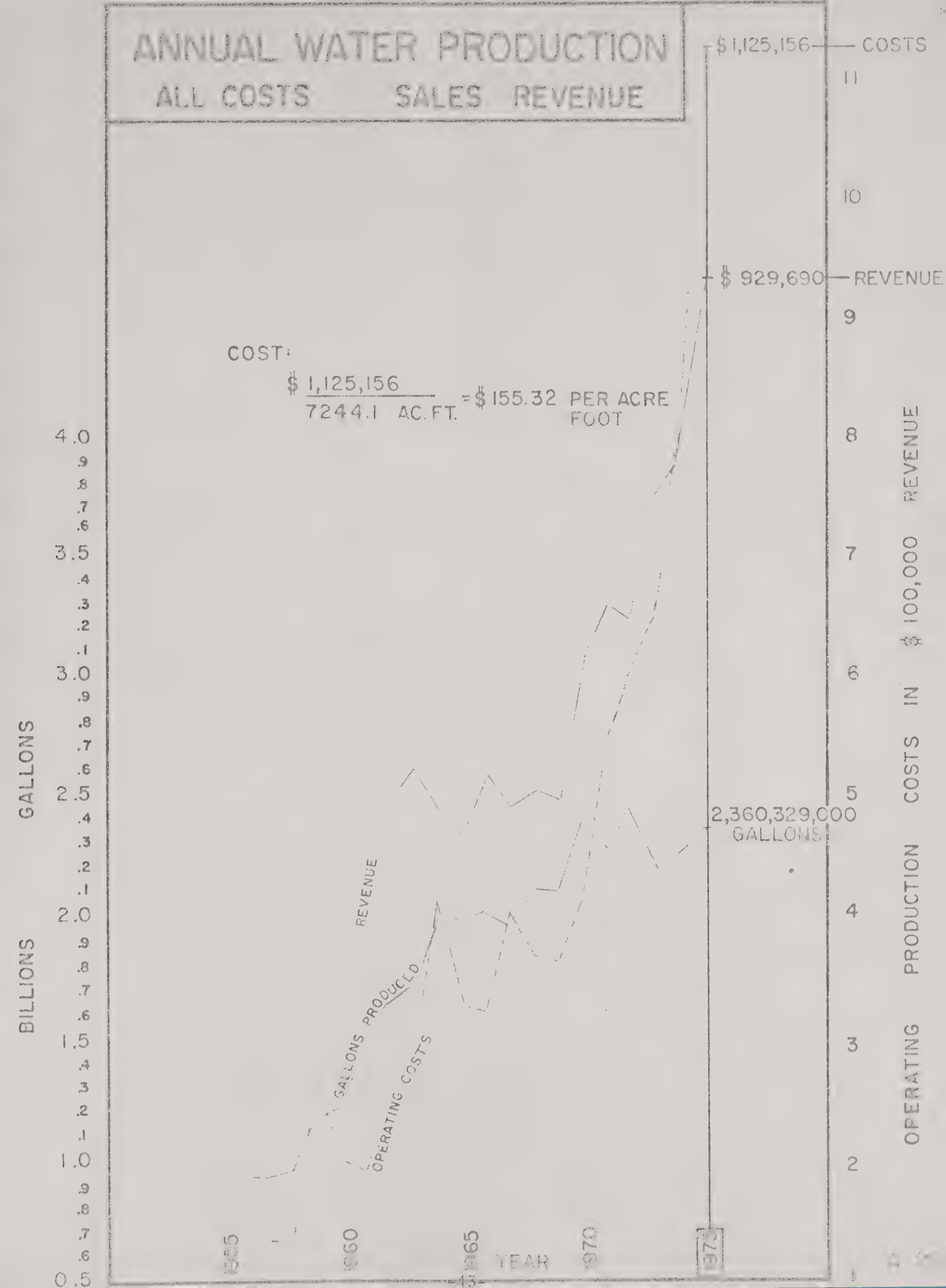
3. Delivery of warning barricades.

4. Purchased and delivered new water meters, various sizes.

5. Purchased and installed utility service body on existing ½ ton pick-up.

$ 12,670

TOTAL COST $670,270

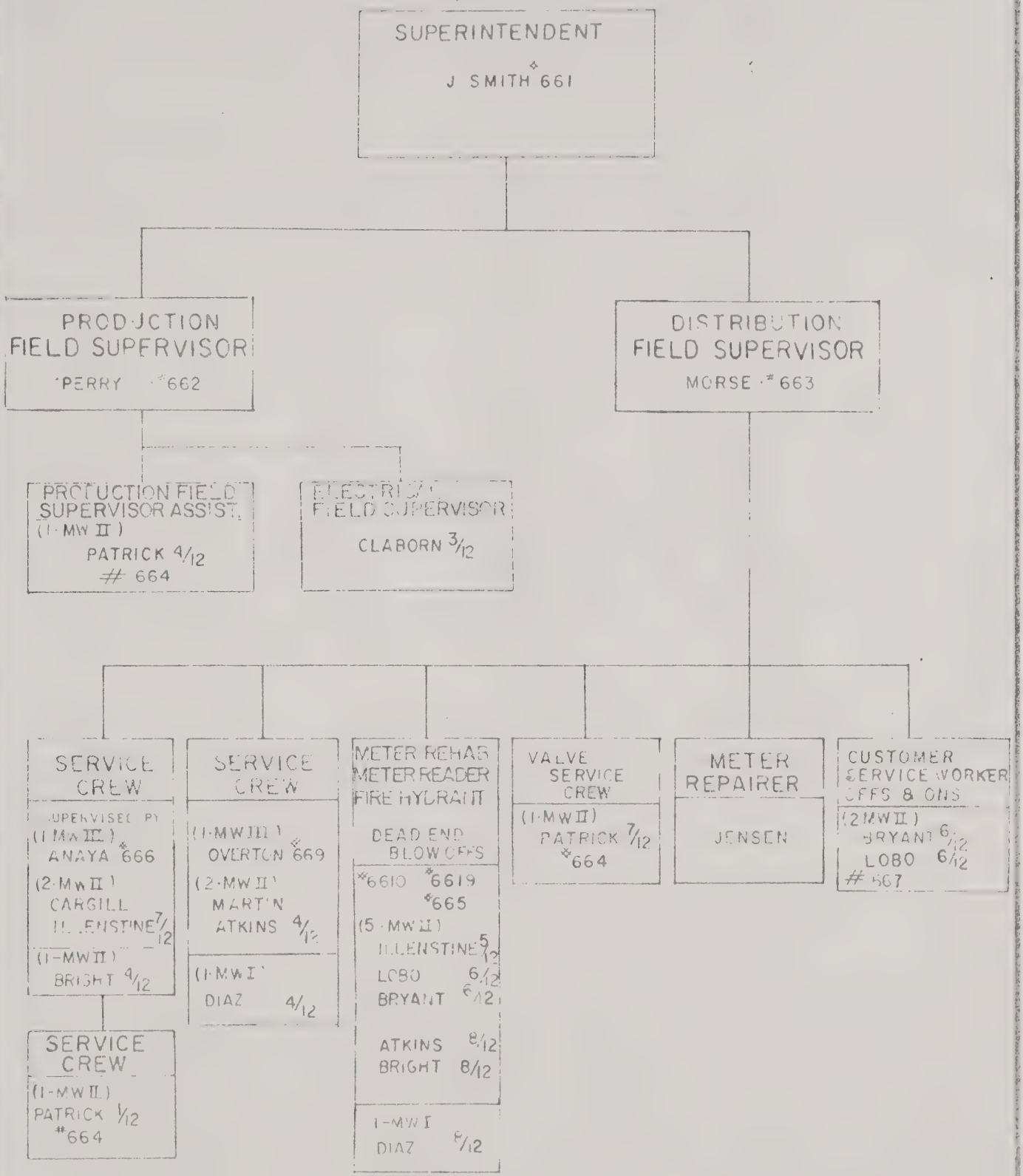

ANNUAL WATER PRODUCTION
ALL COSTS SALES REVENUE
$1,125,156 — COSTS
$ 929,690 — REVENUE
COST:
$ 1,125,156 / 7244.1 AC. FT. = $155.32 PER ACRE FOOT
2,360,329,000 GALLONS
REVENUE
GALLONS PRODUCED
OPERATING COSTS
BILLIONS GALLONS
OPERATING PRODUCTION COSTS IN $100,000 REVENUE
YEAR
1955
1960
1965
1970
1975
4.0
3.5
3.0
2.5
2.0
1.5
1.0
0.5
11
10
9
8
7
6
5
4
3
2
1

WATER DIVISION

PUBLIC WORKS DEPARTMENT

ORGANIZATION CHART

(EXISTING)



ENGINEERING, OPERATIONS & ADMINISTRATIVE STUDIES

Standard Specifications & Standard Drawings

The Standard Specifications and Drawings are available through this office and have been updated and revised through this year. These specifications and drawings indicate typical approved methods and materials for all types of public works construction.

Microfilm & Indexing System

On a continuing basis, all drawings, maps, specifications and photographs produced during the year are microfilmed, mounted on aperture cards and filed with all other documents and records.

Comprehensive Transportation Planning Process for the Santa Maria Urban Area

This study, by Lampman and Associates, is to establish a long range planning program in street and traffic safety improvements.

The City and Santa Barbara County Planning Departments have provided information concerning population expansion, land use development, retail sales, employment, zoning and similar data to enable the development of growth factors for use in expanding present year traffic to future (based on 1995 urban boundaries) anticipated traffic. The consultant conducted a roadside origin and destination interview on all major external routes entering the urban area in January 1973 to obtain data to develop traffic desires for analysis. The final report is expected to be submitted by December 1, 1975.

TOPICS Plan and Study Report for Santa Maria Urban Area - Implementation

This report which used uniformity of traffic control and traffic safety measures as criteria was completed in November 1973. The study identifies locations of greatest traffic congestion and relative accident frequency and also recommends remedial projects in priority of importance.

Of the eight locations recommended in the improvement plan, following is the status of each:

Priority #	Location	Status
#1	Betteravia Rd. & Broadway (Signal & Road Improvements)	Under Construction
#2	Broadway & Donovan (Signal & Channelization Impr.)	Completed
#3	Main & College (Signal & Road Improvements)	Completed
#4	Blosser & Main (Signal & Road Improvements)	Completed

Priority #	Location	Status
#5	So. Broadway & Stowell (Signal Improvements)	Completed
#6	Miller & Donovan (Signal Improvements	Future
#7	Stowell & Bradley (Signal Imrpovements	Future
#8	Broadway & Fesler (Signal Improvements)	Future

Five-Year Capital Improvement Program

Along with each of the other city departments, the Public Works Department developed recommendations for capital improvements deemed desirable over the next five years. This information, after coordination with other departments and comparison with our financing capabilities by the Administrator's office, resulted in the capital improvement program section of the current year's budget.

Engineering Division Forms and Checklists

The engineering division has developed standardized forms to aid in the consideration and evaluation of subdivision maps and public improvement drawings. These standardized forms are evaluated and revised on a continuing basis throughout the year.

Santa Maria Solid Waste Disposal Site

Improvements for the new entrance location, scales and scales building at East Main Street were completed in January 1975. The subsequent few months, minor problems were corrected with the scales and experience was gained in the pending conversion in disposal fees from a volume basis to weight basis.

Effective July 1, 1975 the disposal fees were converted to a weight basis.

This completes this project and is the culmination of events which started in 1970-71 with the preparation of a report which recommended site expansion, a regional facility to serve northern Santa Barbara County and southern San Luis Obispo County, conversion to a pay disposal operation plus the new entrance improvements.

Report on Waste Water Treatment & Disposal Facilities

John Carollo Engineers have completed this report and it is now being printed. It is anticipated that copies of the report will be available in early October 1975.

It is hopeful that the City's facility will become eligible for a Clean Water Grant in the near future. This report will then be expanded to a project report which is a requirement of the Clean Water Grant Program.

As a part of Carollo's work, a Source Control ordinance is in preparation and this will be incorporated into a completely revised sewer use ordinance.

An additional item of work completed by Carollo was the preparation of a state mandated emergency contigency plan.

Central Plaza - Central City; Redevelopment Agency Projects

Construction projects for the perimeter street improvements and Phase "A" of the on-site Central City improvements were essentially complete by July 1975 and should be entirely complete a few months following.

Future projects will include the Phase "B" & "C" portions of Central City and landscaping & irrigation improvements for the Central Plaza area.

These projects including the 3-level parking structure have caused an extreme burden on the department's manpower for such things as contract coordination and administration, construction surveying and inspection, removal of existing street lights and parking meters, modification to public parking areas, installation of numerous temporary sewer and water services.

It is anticipated that construction in the Central City and Central Plaza areas will continue for approximately twelve months.

An Evaluation of Existing & Future Water Resources in Santa Maria Valley

Agreements between the City, as the lead agency, Santa Barbara County Water Agency, Santa Maria Water Conservation District, California Cities Water Company, Lake Marie Water Company and Gilliland Land & Oil Company were executed on June 17, 1975 with TOUPS Corporation for this study. It is expected this study should be completed by December 1975.

Solid Waste Management Plan

The State of California Solid Waste Management & Resource Recovery Act of 1972 (Senate Bill 5) requires that each county, in cooperation with the cities complete a solid waste management plan by January 1, 1976. The State Solid Waste Management Board is responsible for carrying out this legislation.

At the request of Santa Barbara County staff, many hours of city staff time have been used in interviews and procurement of data for the City's solid waste disposal site portion of this County plan. The preliminary rough draft is to be available by August 1, 1975 for review and comments.

Report on Streets Maintenance Program

A survey of the streets indicated that the over all maintenance program was not working at a fast enough rate to keep the streets from deteriorating to a point that would require a complete reconstruction. The preventative maintenance phase was falling behind and this was causing more emergency maintenance resulting in a rougher traveling surface.

Consequently, it was determined that two types of preventative maintenance surfacing would need to be applied more frequently on the streets in accordance with the condition of the pavement. The report included the amount of funds needed each year to keep the program from falling behind; this program has now been accelerated to meet these needs since the funds have been provided in the 1975-76 budget.

Report on Side Loading vs. Rear Loading Sanitation Trucks

A report was made on the analysis for the use of sanitation trucks that require only one man to operate and this includes picking up of the garbage and dumping same into the side of compactor body, in comparison with the trucks now in use that require two men to pick up and dump into the rear of a compactor body.

The conclusion was that the over all owning and operating costs for side loading units as related to Santa Maria was greater than the present two man rear loading trucks, therefor the method of pick up operation did not warrant a change.

Report on Refuse Collection Cost Once a Week vs. Twice a Week

The report concluded that with a change from the present twice a week pick up to once a week pick up of the residential accounts, that a $43,600 savings could be realized. However, this change had a number of advantages and some disadvantages that are in need of further consideration prior to a decision regarding any change.

FUNCTION	Overhead	Operations	Capital Outlay	Bond Service	FUND SOURCE (S)	
ADMINISTRATION		81,620	70		General Water Refuse - Coll. Refuse - Disp. Sewer	59,810 8,670 7,620 1,620 3,970
BUILDINGS		60,560	113,130		General Water Refuse - Coll. Refuse - Disp. Sewer	129,000 17,710 15,560 3,310 8,110
ENGINEERING		198,320	130		General Water Refuse - Coll. Refuse - Disp. Sewer Gas Tax	139,680 20,910 18,370 3,910 9,580 6,000
STREETS		514,240	479,920		General/Rev.Sh. Gas Tax	201,310 792,850
SEWER	8,910	37,860	150,730	110,300	Sewer	307,800
WW TREAT. PLANT	40,860	176,090	1,680		Sewer	218,630
SANITATION COLL.	95,480	428,750	12,430		Refuse - Coll.	536,660
SANITATION DISP.	20,310	98,280	1,310	48,820	Refuse - Disp.	168,720
DRAINAGE		17,040	186,970		General	204,010
WATER	108,680	448,860	670,300	132,020	Water	1,359,860
MECHANICAL SHOP		324,050	*3,750		Equipment	327,800
PARKING DISTRICT		6,680			District	6,680
STOWELL CENTER		7,190			Maint. District	7,190

NOTE: The above information should not be used as final audit figures, but are reasonably accurate for the purposes of this summary.

* Equipment replacement encumbrances of $372,080 are not included but are funded through equipment pool rental program.

PERSONNEL NOTES

1. The total permanent employees working in the Public Works Department as of June 30, 1975 amounted to 92, which included all the divisions.

2. During the fiscal year the City participated in a Federally funded program which was initiated to aid the high unemployment rate of the Country. Under this program, Comprehensive Employment & Training Act, (C.E.T.A.) the Public Works Department provided work and training for 21 individuals who were assigned among the various divisions as follows:

3	Buildings Division
1	Engineering Division
4	Mechanical Maintenance
2	Sanitation
7	Street Division
2	Water Division
2	Wastewater Division
21	TOTAL

However, as of June 30, 1975, two individuals in the CETA Program had become regular City employees by filling vacancies which had occurred, one in the Street Division and one in the Water Division. Also, two other individuals in the CETA Program had terminated as they found permanent employment with another agency.

3. The number of positions vacated and employees hired into the Department as replacement for employees that either retired, were promoted, left the City for other reasons or transferred to another department, consisted of the following:

	Position	Employee
1	Civil Engineering Assistant	Jim Cooley - Retired 8/1/74
1	Civil Engineering Technician	Bill Cowley - Retired 12/31/74
1	Electrician I	Ray Heath - Left City 2/1/75
1	Engineering Aide	Sylvester Orosco - Left City 9/13/74
2	Maintenance Worker II	Edward Enos - Left City 8/30/74 LeRoy Seymore - Left City 4/30/75

The preceding constitutes a turn over rate of 6.5% for all employees, regardless of reason. However, employees leaving the City for other employment or personal reasons only amounted to 4.4%.

4. Summer programs were provided and training was carried out for a total of sixteen (16) Work Aides of primarily high school age young adults, in the following areas:

1	Administration
1	Buildings Division
1	Engineering Division
2	Mechanical Maintenance
2	Sanitation
3	Street Division
4	Water Division
2	Wastewater Division
16	TOTAL

5. Ten (10) employees worked in the Public Works Department under the Neighborhood Youth Corps Program, which is financially supported by State funds to provide work experience and financial aid.

EMPLOYEE ROSTER

DIRECTOR OF PUBLIC WORKS
Riddiough, Reese

ADMINISTRATIVE DIVISION

PERSONNEL

Albright, Kathy
Holling, Wendy

ASSISTANT DIRECTOR OF PUBLIC WORKS-ENGINEERING
McPherson, Lawrence

PERSONNEL

Diaz, Lino
Emberton, Raymond
**Kirkpatrick, Mike*
Little, James
Palato, Carmen
Pantoja, Henry
Rios, Harold C. Jr.
Ujano, Lorenzo
Wall, Robert
Zuspan, John
Soares, Herbert

ASSISTANT DIRECTOR OF PUBLIC WORKS-OPERATIONS
Litzenberg, Wm. S.

BUILDINGS DIVISION

Supervisor

Anderson, Norman

Personnel

**Bohl, Henry*
Borges, Rita
Johnson, Roy
Sepulveda, Ruben
Vasquez, Robert

WASTE WATER DIVISION

Superintendent

Middleton, Ben

Supervisor

Jakobson, Russell

Personnel

**Dickerson, Ronald*
Gregorich, Mathew
Nielsen, Craig
Polite, Henry
Walker, Alan
Yeager, Edlebert

OPERATIONS

(Cont.)

STREETS & SEWERS DIVISION

Superintendent

Williams, Bill

Supervisor

Claborn, Dale (Elect.)
Galvan, Tony (Streets)

Personnel

Alvarez, Tony
Arellanes, Raymond
*Austin, Jerry
Bogue, Manning
Borges, Louie
Britton, Bill
Cargill, John
Johnson, Robert
Moshier, Don
*Nartatez, John
Olivera, Theodore
*Owen, Jack
Roberson, Chester
*Smith, Ronald
Sword, Brian
Thompson, Harold
Torres, Jesse
Ujano, Robert
*Velasquez, Dario
Walker, William
*Wood, Charles

SANITATION DIVISION

Superintendent

Martins, Bill

Supervisor

Solano, Eugene

Personnel

Anaya, Ernest
*Brown, Billy
Caballero, Richard
Castro, Pedro
Cepeda, Elpidio
Christmas, Glenn
Coppess, Charles
Dutra, Gordon
Garcia, Gilbert
Hernandez, Frank
Hernandez, Rudy
Kerr, Tommy
Koch, Elmer
Lemos, Jesse
Lopez, Silvestre
Michel, Raul
Miranda, Pete
Montes, Albert
Morales, Antonio
Ponce, Robert
Sanchez, Gregory
*Sanchez, Ruben
Soto, Percy

OPERATIONS

(Cont.)

WATER DIVISION

Superintendent

Smith, Jesse

Supervisor

Morse, Carmel (Dist.)
Perry, Jim (Prod.)

Personnel

Anaya, Manuel
Atkins, Rodney
Bright, George
Bryant, Wayne
Cargill, Jim
*Diaz, Eddie
Ilenstine, Robert
Jensen, Thomas
*Kimball, Brett
Lobo, Ronald
Martin, Ernest
Overton, James
Patrick, Don

MECHANICAL DIVISION

Superintendent

Rios, Harold Sr.

Supervisor

Merino, George

Personnel

Azcarate, Larry
Bawden, Frederick
*Bracamonte, Daniel
Corral, Charlie
*Cortez, Victor
DeBoi, Howard
*Grabowski, Emma
*Montgomery, Mike
Sturgeon, Leslie
Walters, Delbert
West, Millard
Williams, Larry
Wolf, Marcelino

* CETA Employee

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